



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

**AGENDA
FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION
WEDNESDAY, FEBRUARY 22, 2006
12:00 NOON
12131 TELEGRAPH RD.
SANTA FE SPRINGS, CALIFORNIA 90670
(562) 347-4663 Ext. 8196**

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1. **Call to Order**
2. **Roll Call**

Henry Porter, Jr., Chair
Lynn Caffrey Gabriel, Vice Chair
Severyn Aszkenazy
Philip Dauk
Adriana Martinez
Andrew Nguyen
Dora Nowden

3. **Reading and Approval of the Minutes of the Previous Meeting**

Regular Meeting of December 21, 2005

Regular Meeting of January 25, 2006 was Cancelled

4. **Report of the Executive Director**

5. **Staff Presentations**

Quarterly Construction Contract Status Report – Geoffrey Siebens

6. Elections for New Housing Commission Chair and Vice-Chair



7. **Public Comments**

The public may speak on matters that are within the jurisdiction of the Housing Commission. Each person is limited to three minutes.

Regular Agenda

8. **Approve the Annual Plan for the Housing Authority of the County of Los Angeles (All Districts)**

Recommend approval of the Annual Plan for Fiscal Year 2006-2007 (the Annual Plan), as required by the U.S. Department of Housing and Urban Development (HUD), to update the Housing Authority's program goals, major policies and financial resources, including the Capital Fund Annual Statement and Five-Year Action Plan, the Admissions and Continued Occupancy Policy and Lease Agreement for the Conventional Public Housing Program, and the Section 8 Tenant-Based Program Administrative Plan; and authorize the Executive Director to execute all documents required to receive from HUD approximately \$5,975,500 in Capital Fund Program funds for resident programs, operating costs, and the rehabilitation of 2,065 housing units at 10 Conventional Public Housing Program developments throughout Los Angeles County, as described in the Annual Plan. (APPROVE)

9. **Approve Construction Contract for Site Improvements at Sundance Vista and Whittier Manor Housing Developments (1)**

Recommend approval of Construction site improvements at the Sundance Vista and Whittier Manor family and senior housing developments; located at 10850 South Laurel Avenue and 11527 Slauson Avenue, Whittier, respectively, in unincorporated Los Angeles is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment; award of Construction Contract in the amount of \$113,850 to AZ Home, Inc., and authorize the Executive Director to use a total of \$113,850 in Capital Fund Program funds. (APPROVE)

10. **Approve Construction Contract for the Replacement of Six Boilers at the Marina Manor I and II Housing Developments (3)**

Recommend approval of Construction Contract for the replacement of six boiler replacement at the Marina Manor I and II senior housing developments, respectively located at 3401 and 3405 Via Dolce, Marina Del Rey, in unincorporated Los Angeles County, is exempt from the provisions of the California Environmental Quality Act (CEQA). As described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment; award of a Construction Contract in the amount of \$215,585 to C & P Plumbing to complete the replacement of six boilers at the subject properties; and authorize the Executive Director to use a total of \$215,585 in Capital Fund Program funds. (APPROVE)

- 11. Approve Construction Contract for the Site Improvements at the Triggs Housing Development (1)**
Recommend approval for construction site improvements at the Triggs family housing development, located at 4432-4434 Triggs Street, in unincorporated Los Angeles, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment. Approve the award of a Construction Contract in the amount of \$49,970 to CWS Systems Inc., to complete site improvements that will relieve drainage problems at the subject property; and authorize the Executive Director to use a total of \$49,970 in Capital Fund Program funds for the purpose described herein; and authorize the Executive Director to approve Contract change orders not exceeding \$12,493 for unforeseen project costs, using the same source of funds. (APPROVE)
- 12. Approve Contract for the Restoration of the Existing Underground Electrical System at the Nueva Maravilla Housing Development (1)**
Recommend approval for the restoration of the existing underground electrical system serving 354 family units at the Nueva Maravilla housing development, located at 4919 Cesar E. Chavez Avenue in unincorporated East Los Angeles, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment. Approve the award of a Construction Contract in the amount of \$98,500 in Community Development Block Grant (CDBG) Float Loan funds from the U.S. Department of Housing and Urban Development for the purposes described herein. (APPROVE)
- 13. Accept Resident Opportunities and Self-sufficiency Resident Service Deliver Models Program Funds From the U.S. Department of Urban Development (All Districts)**
Recommend and authorize the Executive Director of the Housing Authority to accept \$350,000 in grant funds from the U.S. Department of Housing and Urban Development (HUD) to implement a three-year Resident Opportunities and Self-Sufficiency (ROSS) program for employment-related services that support and increase self-sufficiency among 1,650 residents living at the 49 conventional public housing development sites identified in Attachment A. (APPROVE)
- 14. Approve Supplemental Law Enforcement Services Contract for the Housing Authority (All Districts)**
Recommend approval and find that supplemental law enforcement services to be performed at the Carmelitos housing development, located at 1000 Via Wanda, in the City of Long Beach; and services to be performed Countywide, as needed, are excluded from provisions of the California Environmental Quality Act (CEQA), because these services do not have the potential for causing a significant effect on the environment. Authorize the Executive Director of the Housing Authority to execute a one-year Contract with Platt Security, Inc., presented in substantially

final form, for supplemental law enforcement services to be provided at the above locations, and to use for this purpose \$81,000 in Conventional Public Housing Program funds, allocated by the U.S. Department of Housing Urban Development (HUD) for the Carmelitos housing development, and \$50,000 in Conventional Public Housing Program funds, allocated by HUD, for as-needed County wide services, to be effective following approval as to form by County Counsel and execution by all parties. (APPROVE)

15. Approve Supplemental Law Enforcement Services Contract for Ujima Village Housing Development

Recommend approval to find supplemental law enforcement services to be performed at the Ujima Village housing development, located at 941 East 126th Street in unincorporated Los Angeles County, are excluded from provisions of the California Environmental Quality Act (CEQA), because these services do not have the potential for causing a significant effect on the environment. Approve and authorize the Executive Director of the Housing Authority to execute a one-year Contract, presented in substantially final form, with Platt Security, Inc. for supplemental law enforcement services at the Jim Village housing development, to be effective following approval as to form by County Counsel and execution by all parties; and to use for this purpose a total of \$60,000 in Jim Village Operating Funds, allocated by the U.S. Department of Housing and Urban Development (HUD). (APPROVE)

16. Approve Pest Control Contract for All Housing Authority Housing Developments Located Within Los Angeles County

Recommend approval and authorize the Executive Director of the Housing Authority to execute a one-year Pest Control Services Contracts (Contracts) with Cats USA Pest Control, Inc. and American City Pest Control, Inc., presented in substantially final form, to provide pest control services at all housing developments owned or managed by the Housing Authority, to be effective following approval as to form by County Counsel and execution by all parties; and to use for this purpose a maximum aggregate amount not to exceed \$66,996 in Conventional Public Housing Program funds allocated by the U.S. Department of Housing Program funds allocated by the U.S. Department of Housing and Urban Development. (APPROVE)

17. Approve Hearing Officer Services Contracts for the Housing Authority

Recommend approval and authorize the Executive Director of the Housing Authority to execute two one-year Contracts for Hearing Officer Services (Contracts), presented in substantially final form, and all related documents, with The ADR Coach and A.L. Brown and Associates, to provide hearing officer services for formal dispute hearings conducted by the Housing Authority, to be effective following approval as to form by County Counsel and executed by all parties; and to use for this purpose a maximum aggregate amount of \$85,000, comprised of \$15,000 in Conventional Public Housing Program funds allocated by the U.S. Department of Housing and Urban Development (HUD) and \$70,000

in Housing Choice Voucher Program (Section 8 Program funds allocated by HUD. (APPROVE)

18. Housing Commissioner Comments and Recommendations for Future Agendas

Housing Commissioners may provide comments or suggestions for future Agenda items.

Copies of the preceding agenda items are on file and are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at the Housing Authority's main office located at 2 Coral Circle in the City of Monterey Park. Access to the agenda and supporting documents is also available on the Housing Authority's website.

Agendas in Braille are available upon request. American Sign Language (ASL) interpreters, or reasonable modifications to Housing Commission meeting policies and/or procedures, to assist members of the disabled community who would like to request a disability-related accommodation in addressing the Commission, are available if requested at least three business days prior to the Board meeting. Later requests will be accommodated to the extent possible. Please contact the Executive Office of the Housing Authority by phone at (323) 838-5051, or by e-mail at Marisol.Ramirez@lacdc.org, from 8:00 a.m. to 5:00 p.m., Monday through Friday.

THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES

MINUTES FOR THE REGULAR MEETING OF THE

LOS ANGELES COUNTY HOUSING COMMISSION

Wednesday, December 21, 2005

The meeting was convened at the West Knoll Apartments, 838 West Knoll Drive, West Hollywood, CA 90069.

Digest of the meeting. The minutes are being reported seriatim. A taped record is on file at the main office of the Housing Authority.

The meeting was called to order by Chair Henry Porter, Jr. at 12:30 p.m.

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Severyn Aszkenazy		X
Philip Dauk	X	
Lynn Caffrey Gabriel	X	
Sharon M.Y. Lowe		X
Andrew Nguyen		X
Dora Nowden	X	
Henry Porter, Jr.	X	

PARTIAL LIST OF STAFF PRESENT:

Bobbette Glover, Assistant Executive Director
Rebecca Craigo, Director, Assisted Housing Division
Marie Quon-Hom, Assistant Director, Assisted Housing Division
Esther Keosababian, Assistant Director, Housing Management Division
Arlene Black, Manager, Housing Management Division
Emilio Salas, Director, Administrative Services
Geoffrey Siebens, Manager, Construction Management Division
Robert Romanowski, Supervisor, Construction Management Division
Georgina Tamayo, Project Manager, Housing Development and Preservation

GUESTS PRESENT:

Jeanette Becker, Vice-President, West Knoll Apartments Residents Council
Irene Michaels, Resident, West Knoll Apartments
Leonora Yellen, Resident, West Knoll Apartments

Reading and Approval of the Minutes of the Previous Meeting

On Motion by Commissioner Gabriel, seconded by Commissioner Dauk, the Minutes of the Regular Meeting of November 16, 2005, were approved with the correction of one typographical error.

Agenda Item No. 4 - Report of the Executive Director

This report was presented by Bobbette Glover with staff participation.

Bobbette Glover introduced Arlene Black who provided an overview of the West Knoll property. Ms. Black introduced Bill Burford, Property Supervisor for the West County area.

Bobbette Glover announced that the NAHRO 2006 Legislative Conference will be held on March 13-15, 2006. A decision should be reached at the next meeting regarding which two Housing Commissioners will attend.

Agenda Item No. 5 - Staff Presentations

Georgina Tamayo provided an update on the transfer of ownership of the Ujima Village housing development.

Agenda Item No. 6 Public Comments

Irene Michaels expressed concerns about a non-working refrigerator. Arlene Black will address this matter with Ms. Michaels.

Jeanette Becker thanked management for the December party. Ms. Becker expressed the following concerns; 1) one of two building elevators has not worked for a year; 2) there is no irrigation for the backyard plants; 3) the roof leaks on the third floor.

Robert Romanowski reported on the elevator repairs, and stated that replacement of the first elevator should be completed by June 2006.

Arlene Black reported on the roofs at the West Knoll and Palm Apartments, which are leaking due to seismic construction. There is a dispute with the contractor regarding the work performed, and staff is making every effort to resolve the issues as quickly as possible.

Discussion took place regarding the Resident Council's plant installation behind the building where there is no irrigation system. Staff will run a cold water line to help address the problem.

It was recommended that staff attend the Resident Council meetings to address property management concerns.

Regular Agenda

On Motion by Commissioner Gabriel, seconded by Commissioner Nowden, and unanimously carried, the following was approved by the Housing Commission:

**APPROVE A CONSTRUCTION CONTRACT FOR SITE AND DWELLING
STRUCTURE IMPROVEMENTS AT THE LINSLEY AND FIRMONA FAMILY
HOUSING DEVELOPMENTS (2)
AGENDA ITEM NO. 7**

1. Recommend that the Board of Commissioners find that the site and dwelling structure improvements at the Linsley and Firmona family housing developments, located at 4621 and 4625 Linsley Street, unincorporated East Rancho Dominguez and 11117 and 11119 Firmona Avenue, unincorporated Lennox, respectively, are exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve the award of a Construction Contract (Contract) in the amount of \$93,510 to CAS General Contractor, to complete the site and dwelling structure improvements at the subject properties; and authorize the Executive Director of the Housing Authority to execute the Contract and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.

3. Recommend that the Board of Commissioners authorize the Executive Director to use a total of \$93,510 in Replacement Housing Factor (RHF) funds allocated by the U.S. Department of Housing and Urban Development (HUD), for the purposes described above.
4. Recommend that the Board of Commissioners authorize the Executive Director to approve Contract change orders not exceeding \$81,702 for unforeseen project costs, using the same source of funds.

On Motion by Commissioner Nowden, seconded by Commissioner Dauk, and unanimously carried, the following was approved by the Housing Commission:

APPROVE CONSTRUCTION CONTRACT FOR TUB REPLACEMENTS AT THE
SANTA MONICA RHCP FAMILY HOUSING DEVELOPMENTS (4)
AGENDA ITEM NO. 8

1. Recommend that the Board of Commissioners find that the replacement of tubs in 20 units of the Santa Monica Rental Housing Construction Program (RHCP) family housing developments, located at 1855 9th Street, 1450 14th Street, and 2006 20th Street in the City of Santa Monica, is exempt from the California Environmental Quality Act (CEQA), as described herein, because the proposed work will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve and authorize the Executive Director of the Housing Authority to execute a Construction Contract (Contract), with AZ Home, Inc. presented in substantially final form, in the amount of \$103,356, to complete the tub replacements at the above sites, as described herein, to be effective after issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Executive Director to use a total of \$103,356 in RHCP Replacement Reserves allocated by the State of California, for the purpose described herein; and authorize the Executive Director to approve Contract change orders in an amount not to exceed \$20,671, for unforeseen project costs, using the same source of funds.
4. Recommend that the Board of Commissioners authorize the Executive Director to incorporate \$124,027 in RHCP Replacement Reserves into the Housing Authority's Fiscal Year 2005-2006 budget, as needed, for the purposes described above.

Agenda Item No. 9 - Housing Commissioner Comments and Recommendations for Future Agenda Items

Commissioner Gabriel moved and Commissioner Nowden seconded a Motion to continue the election of Chair and Vice-Chair to the meeting of January 25, 2006.

Bobbette Glover provided an update on the Tenant Commissioner selection process. Seventeen applications were received, of which six applicants did not pass the preliminary screening. Four Conventional Public Housing residents and seven Section 8 Program participants met the basic requirements and will be invited for interviews. The selection process will be completed in March or April.

The next scheduled meeting of the Housing Commission will be held at 12:00 Noon on Wednesday, January 25, 2006, at the Nueva Maravilla housing development located at 4909 Cesar E. Chavez Avenue, Los Angeles, CA 90022. [Subsequently, the January 25, 2006 meeting was cancelled].

On Motion by Commissioner Gabriel, the Regular Meeting of December 21, 2005, was adjourned at 1:30 p.m.

Respectfully submitted,

for Bobbette A. Glover
CARLOS JACKSON
Secretary -Treasurer

Housing Authority - County of Los Angeles

FOR YOUR INFORMATION ONLY

January 25, 2006

TO: Housing Commissioners
FROM: Rebecca L. Craig, Director
Assisted Housing Division
RE: **THE FAMILY SELF-SUFFICIENCY (FSS) PROGRAM**

FSS Program Update

For the month of December, one educational reimbursement was awarded to a FSS participant to assist with Fall 2005 college tuition. FSS provided bus passes to 4 working families to assist with their commute to work and/or school. Requested resource information for employment opportunities, budgeting, saving money and homeownership workshops was handed out to eighteen FSS participants during December's scheduled appointments.

On December 5, 2005, FSS received 9 computer donations from the Architecture Firm, Langston Wilson to give to families who are in need and unable to afford one. On December 29, 2005, Langston Wilson contacted the FSS program and graciously donated an additional five computers. Currently, FSS is working diligently with a computer tech company in Covina who has donated their time to update each computer and for a small fee upload new software. Once the computers are upgraded, flyers will be mailed to all FSS participants with instructions on how families will be able to receive a free computer. FSS is tentatively scheduled to mail flyers in March. Computers will be distributed based on the following 3 criteria listed:

- Participants must submit a letter of interest by deadline,
- At least one household member must be enrolled in school, i.e. vocational, trade, community, state and/or university and,
- Household must be in good standing with the Housing Authority.

On December 16, 2005, FSS received a call from the Marine Corps *Toys for Tots* to state that FSS had been awarded toys for children between 0-12 years of age. From December 19 thru the 30, 2005, FSS staff distributed over 265 hundred toys to more than 130 Section 8 and Public Housing families throughout the County of Los Angeles. In addition, FSS staff spent one day in Lancaster distributing toys for families unable to travel to Santa Fe Springs.

Graduates

This month, 1 family graduated from the FSS program. The total number of graduates to date is 148.

If you have any questions, please call me at (562) 347-4880.

RLC:MF:CL:dt

Housing Authority - County of Los Angeles

February 22, 2006

FOR YOUR INFORMATION ONLY

TO: Housing Commissioners
FROM: Rebecca L. Craig, Director
Assisted Housing Division
RE: THE FAMILY SELF-SUFFICIENCY (FSS) PROGRAM

FSS Program Update

For the month of January, educational reimbursements were awarded to two FSS participants to assist with Spring 2006 college tuition. FSS provided bus passes to five working families to assist with their commute to work and/or school. Resource information for employment opportunities, budgeting, saving money tips and homeownership workshops were handed out to 26 FSS participants during January's scheduled appointments.

On January 13, 2006, FSS delivered five computers to *Your UpLink.Com*, a tech company in Covina. Over the next two months, *Your UpLink.Com* has agreed to donate their time to update a total of 12 computers and for a small fee, upload new software. As of January 31, 2006, four of the twelve have been completed.

On January 12, 2006, FSS delivered books and toys for children between 0-3 years of age to Housing Management for distribution to interested Public Housing sites. From December 19 through January 13, 2006, FSS staff distributed over 600 toys to more than 300 Section 8 and Public Housing families throughout the County of Los Angeles.

Graduates

There were no graduates this month. The total number of graduates to date is 148.

If you have any questions, please call me at (562) 347-4880.

RLC:MF:CL:dt
Commissionreport0106

Housing Authority - County of Los Angeles

FOR YOUR INFORMATION ONLY

January 10, 2006

TO: HOUSING COMMISSIONERS
FROM: BOBBETTE GLOVER, Assistant Executive Director

Bobette Glover

**SUBJECT: RESIDENT CONCERNS PRESENTED AT DECEMBER 21, 2005
HOUSING COMMISSION MEETING**

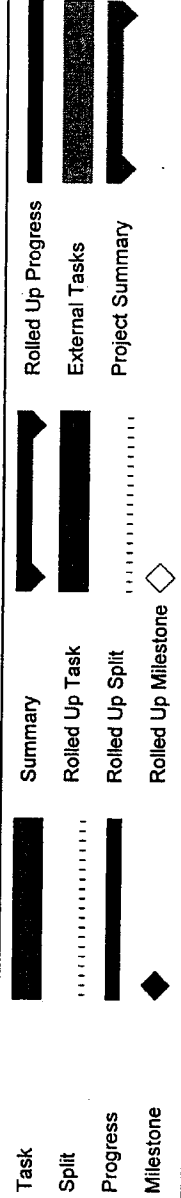
This memorandum serves to provide updated information in response to the resident concerns presented at the December 21, 2005 Housing Commission Meeting held at the West Knoll Housing Development.

1. Currently, the Housing Authority is in the process of obtaining a copy of the warranty for the roof repairs completed at the Palm and West Knoll Housing Developments to see what recourse the agency can pursue to correct existing leaks. The roof work was completed in 2001 and 2002. The files pertaining to these construction projects have been archived.
2. There was a period of time that there was no landscaping contract for the West Knoll Housing Development. Upon review of the current landscaping contract, the vendor is responsible for maintaining both the front and rear of the building. This includes the watering of existing plants.
3. The replacement of both elevators at the West Knoll Housing Development will begin shortly; they will be done one at a time so that at least one is always operating. Please refer to the attached preliminary schedule. Construction Management Division staff anticipate that once there is a new elevator inclusive of state of the art electronics and electronic load leveling, there will no longer be an issue with the leveling of the elevator with the floor. A meeting regarding the elevator replacement has been scheduled with Construction Management and Housing Management staff and the West Knoll Residents on Tuesday, January 17, 2006 at 1 p.m.
4. The attached preliminary project schedule shows that the 2nd elevator will be manufactured while the first one is being installed. The start date is staggered slightly so that any issues that arise during the installation of the first elevator can be addressed during the manufacturing process of the 2nd elevator. As soon as the first new elevator is installed and approved by the State elevator inspector and the City of West Hollywood building department, work on the 2nd elevator will begin.

If you have additional concerns, please contact Arlene Black at 323-890-7139 or Geoffrey Siebens at 323-260-3439.

PRELIMINARY OVERALL SCHEDULE

ID	Task Name	Duration	Start	Finish	2006							
					Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4
1	Elevator shut down by service contractor	0 days	Fri 2/18/05	Fri 2/18/05	2/18							
2	HMD received proposal from consultant	0 days	Thu 3/3/05	Thu 3/3/05	3/3							
3	CMD receives service request	0 days	Mon 3/28/05	Mon 3/28/05	3/28							
4	HMD issue NTP to elevator consultant	0 days	Mon 4/11/05	Mon 4/11/05	4/11							
5	New NTP date (Lerch Bates)	0 days	Mon 6/13/05	Mon 6/13/05	6/13							
6	Elevator Consultant first site visit	0 days	Thu 6/30/05	Thu 6/30/05	6/30							
7	Hydraulic oil sampling	15 days	Mon 7/11/05	Fri 7/29/05								
8	Specs prepared by consultant	5 wks	Thu 6/30/05	Wed 8/3/05								
9	Start of Sole source procurement	0 days	Tue 9/27/05	Tue 9/27/05	9/27							
10	Board approval	0 days	Tue 9/27/05	Tue 9/27/05	9/27							
11	IDS Consultant first site visit	0 days	Tue 10/4/05	Tue 10/4/05	10/4							
12	Superior Alliance Elevator Corp. Contract Phase I	55 days	Tue 9/27/05	Mon 12/12/05								
13	Superior Alliance Notice to Proceed Phase I	0 days	Mon 12/19/05	Mon 12/19/05	12/19							
14	ML Construction Contract Phase II	26 days	Mon 11/7/05	Mon 12/12/05								
15	ML Construction Notice to Proceed Phase II	0 days	Mon 12/19/05	Mon 12/19/05	12/19							
16	Superior-ML Const.-IDS Architect site visit	0 days	Tue 1/10/06	Tue 1/10/06	1/10							
17	Start shop drawings	0 days	Tue 1/10/06	Tue 1/10/06	1/10							
18	IDS Construction Documents-50%	4 wks	Tue 1/10/06	Mon 2/6/06								
19	IDS Construction Documents-100%	4 wks	Tue 2/7/06	Mon 3/6/06								
20	IDS plan check & permits-both elevators	4 wks	Tue 3/7/06	Mon 4/3/06								



Task

Split

Progress

Milestone

Summary

Rolled Up Task

Rolled Up Split

Rolled Up Milestone

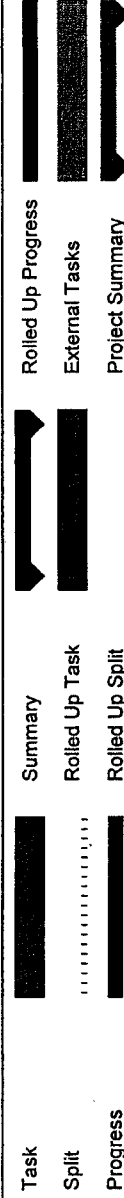
Rolled Up Progress

External Tasks

Project Summary

PRELIMINARY OVERALL SCHEDULE

ID	Task Name	Duration	Start	Finish	2005				2006			
					Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4
21	Shop drawings (including review & corrections)	6 wks	Tue 1/10/06	Mon 2/20/06								
22	Start Fabrication First Elevator	0 days	Mon 2/20/06	Mon 2/20/06								
23	Fabrication of First Elevator	12 wks	Tue 2/21/06	Mon 5/15/06								
24	Start demolition & preparation for first elevator	0 days	Mon 3/27/06	Mon 3/27/06								
25	Demolition & preparation for first elevator	6 wks	Mon 3/27/06	Fri 5/5/06								
26	Delivery of First Elevator	0 days	Mon 5/15/06	Mon 5/15/06								
27	Start Installation of first elevator	0 days	Tue 5/16/06	Tue 5/16/06								
28	Installation of first elevator	8 wks	Tue 5/16/06	Mon 7/10/06								
29	State inspections & corrections	5 days	Tue 7/11/06	Mon 7/17/06								
30	First elevator completed	0 days	Mon 7/17/06	Mon 7/17/06								
31	Start Fabrication ADA second Elevator	0 days	Mon 4/24/06	Mon 4/24/06								
32	Fabrication ADA second Elevator	11 wks	Mon 4/24/06	Fri 7/7/06								
33	Start Demolition & preparation for ADA second elevator	0 days	Wed 5/10/06	Wed 5/10/06								
34	Demolition & preparation for ADA second elevator	6 wks	Wed 5/10/06	Tue 6/20/06								
35	Finish demolition & preparation for ADA second elevator	0 days	Tue 6/20/06	Tue 6/20/06								
36	Delivery of ADA second Elevator	0 days	Fri 7/7/06	Fri 7/7/06								
37	Start Installation of second elevator ADA	0 days	Tue 7/18/06	Tue 7/18/06								
38	Installation of ADA second elevator	8 wks	Tue 7/18/06	Mon 9/11/06								
39	Finish second elevator ADA	0 days	Mon 9/11/06	Mon 9/11/06								
40	Final inspection	5 days	Tue 9/12/06	Mon 9/18/06								



Project: West Knoll Elevator Replacer
Date: Wed 1/11/06

Summary
Rolled Up Task
Rolled Up Split
Rolled Up Milestone

Task
Split
Progress
Milestone

Rolled Up Progress
External Tasks
Project Summary

Housing Authority - County of Los Angeles

February 9, 2006

TO: Housing Commissioners

FROM: Bobbette A. Glover 
Assistant Executive Director

SUBJECT: QUARTERLY CONSTRUCTION CONTRACT STATUS REPORT

Attached is the quarterly construction contract status report, which includes all Housing Authority "active projects." The report is comprised of the summary status as entered in TRACKER by the assigned project managers in CMD, as of today. These contracts have been approved by the Housing Commission and the Board of Commissioners and are in construction or closeout phases.

Any contracts for which the Notice to Proceed has not yet been issued will appear in the next report.

One or more CMD representatives will be available at the February 22, 2006 Housing Commission meeting to answer any questions.

BG:ajm:Quarterly HC status report 020906

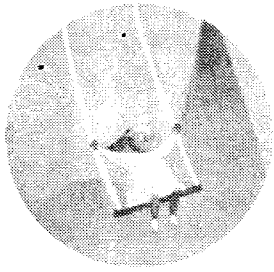
Attachment

Command Status Report

Project Filter Options	Program: All Programs	Proj. Manager: All Managers
	Department: Construction Management	Team Member: All Team Members
District: All Distr.	Dev. Stage: Active	Fund Source: All funds

District	Project Name	Contractor Name	Original Contract Amount	Current Contract Amount	% Cng Orders	Approved Payments	%Cmpl	Status
								Pending Action / Forecast
1st	Maravilla Electrical Systems Tracker #: TP000279	Skips Electric Inc.	\$9,800	\$9,800	0%	\$0	0%	CMD is helping HMD finalize the Board Letter to recommend the award of the construction contract to Skip Electric, to complete the repair work items to reuse the existing system. Anticipate to file the Board letter for February's Housing Commission agenda.
1st		EDWIN G. BOWEN COMPANY INC	\$467,907	\$546,084	17%	\$374,942	69%	
1st		ROKNI ELECTRIC COMPANY INC.	\$12,000	\$22,500	88%	\$22,500	100%	
1st		Edwin G. Bowen Company Inc.	\$74,876	\$74,876	0%	\$58,550	78%	
2nd	91st St Seismic Retrofit (1109 W) (501-04) Tracker #: TP001895	M.L. CONSTRUCTION	\$262,100	\$262,100	0%	\$0	0%	Construction will start on February 14, 2006. ML Construction is in the process of submitting all required documents from the preconstruction mtg, held on January 25, 2006.
Project mananagement for this project will be handled by Jose Rosas until Verna Lee returns from maternity leave.								
Construction will start on February 14, 2006.								
2nd	Southbay Gardens Balconies and Exterior Renovation Tracker #: TP001508	M.L. CONSTRUCTION	\$880,000	\$880,000	0%	\$343,145	39%	This project is about 55-60% complete. No major issues. Key trades such as structural repair, stucco, balcony repairs, and painting are making good progress.
Project is on schedule and should be completed the end of this quarter (3/06).								
4th	Carmelitos Accessible Units Kitchen Remodel (FY04) Tracker #: TP001603	Natural Building Maintenance	\$297,300	\$297,300	0%	\$0	0%	Notice to proceed has been signed and forwarded to the contractor.
Project management for this project will be handled by Chen Kao until Verna Lee returns from maternity leave.								
On-site cabinet installation for the test unit will begin end of February, after submittal and fabrication phase.								

District	Project Name	Contractor Name	Status				
			Original Contract Amount	Current Contract Amount	% Cng Orders	Approved Payments	Pending Action / Forecast
4th	Carmelitos Gas Lines (501-04)	ML CONSTRUCTION	\$143,360	\$143,360	0%	\$113,027	79%
	Tracker #: TP001163						Phase I (22 test units). Contractor has completed all but 1 building. Working on building #71 (2 units). Project is 85% completed.
							Phase II will be Buildings 3 through 28, for a total of 182 units. DTA (our mechanical engineer's) estimate is \$1,274,000. Project will have a duration of one year. Plan to advertise by March 1 for a bid opening in late March.
All Distr.	Sundance Vista and Whittier Manor Site Improvement	Work Item setup -preliminary budget (TEST)	\$66,486	\$66,486	0%	\$0	0%
	Tracker #: TP001560						Memo from Tomas Lopez to Carlos Jackson was signed off, outlining the findings and recommendations concerning the bid protest from California Building Evaluations; bid protest-appeal was denied.
							CMD PM to obtain memo from recommended contractor that their bid is still valid.
							Board letter to be filed with the Housing Commission for the Feb. meeting since January meeting was cancelled.
TOTALS:			\$2,213,829	\$2,302,506	4%	\$912,164	



TENANT TALK

A Publication of the Housing Authority of the County of Los Angeles for Section 8 Program participants

• SPECIAL EDITION, JANUARY 2006

Housing Authority of the County of Los Angeles

Main Office
12131 Telegraph Road
Santa Fe Springs, CA 90670

Mailing Address
PO Box 2129
Santa Fe Springs, CA 90670

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(800) 731-4663
TDD: (562) 906-4928

Website: www.hacola.org

Highlights In This Issue:

- Moderate Rehabilitation Program, Tenants' Notice
- Changes in Family or Income

Editor: Richard Vega

CHANGES IN FAMILY OR INCOME

Mod Rehab Program participants **must** notify the Housing Authority of *changes* in family composition and income *in writing as soon as they occur*. Failure to do so will result in **termination** from the program. This is clearly spelled out in the Statement of Family Obligations. *Before* you let anyone move in, the Housing Authority and landlord *must* be notified, and *approve*, the move *first*.

Please notify the Housing Authority before moving out of the unit.

FOR TENANTS UNDER THE MODERATE REHABILITATION PROGRAM (MRP)

On November 17, 2005, the Housing Authority County of Los Angeles (HACoLA) held a meeting for all Moderate Rehabilitation Program (MRP) owners, regarding the new rule for Lead Based Paint (LBP) Hazards.

The HACoLA, as directed by the U.S. Department of the Housing and Urban Development (HUD), has revised its policies related to lead-based paint (LBP) hazards. This notice addressed HUD LBP hazard reduction requirements specifically for the Section 8 MRP as published in the 24 Code of Federal Regulations Section 35.700. HUD's Lead Safe Housing Rule requires the landlord to:

1. Provide the *Protect Your Family From Lead in Your Home* pamphlet to their tenants. Schedule a Lead Hazard Screen or Risk Assessment of the property to be completed by a professional Lead Inspector. If the property passes the lead hazard screen, a full risk assessment is not required. The owner must submit the Lead Hazard Screen Summary (LHSS) to the HACoLA within 10 days of Clearance report receipt. However, if the property does not pass the lead hazard screen, a risk assessment must be completed before your contract anniversary date.

Upon completion of the risk assessment, the owner will receive a Risk Assessment Report (RAR). The owner must submit a copy of the RAR to the Housing Authority within ten (10) calendar days or prior to your MRP contract anniversary date which ever comes first. Effective January 2006, notices of the Risk Assessment Report/Lead Hazard Screen Summary due dates will be mailed to MRP Owners. Owners with April contract anniversary dates will be the first ones required to submit the RAR or LHSS. If the RAR or passing LHSS is not provided prior to the contract anniversary date, the Housing Assistance Payment for all the units covered by the Moderate Rehabilitation HAP contract will be abated and then terminated.

2. Complete interim controls to treat LBP hazards identified in the RAR.
3. Notify occupants of all evaluation and hazard reduction activities.
4. Incorporate ongoing LBP maintenance and reevaluation into regular building operations.
5. If notified by the Department of Health Services or other health care provider of a child with an elevated blood level, respond to the notice within the giventime frame.

This information is being provided to you as participants under the Moderate Rehabilitation Program. We will be in contact with your owner. If there are any changes in your existing lease, you will be notified immediately.

If you have any questions please contact, Raul Ruiz, Unit Supervisor for the Moderate Rehabilitation Program at (562) 347-4663, extension 8143.



Tenant Talk is a publication of the Housing Authority of the County of Los Angeles, which is dedicated to building better lives and better neighborhoods. For questions regarding this newsletter, please contact Tenant Talk Editor Richard Vega at the Housing Authority of the County of Los Angeles, P.O. Box 2129, Santa Fe Springs, CA 90670, or at (562) 347-4663, ext. 8186.

TENANT TALK

A Publication of the Housing Authority of the County
of Los Angeles for Section 8 Program participants
• WINTER 2006

Housing Authority of the County of Los Angeles

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Website: www.hacola.org

Highlights In This Issue:

- New Income Verification System
- Resident Scholarship Opportunity
- Changes in Family or Income
- Public Notice: 2006 Administrative Plan
- Money Matters
- Housing Commission Meetings

Editor: Richard Vega

CHANGES IN FAMILY OR INCOME

Section 8 Housing Choice Voucher Program participants **must** notify the Housing Authority of *changes* in family composition and income *in writing as soon as they occur*. Failure to do so will result in **termination** from the program. This is clearly spelled out in the Statement of Family Obligations. *Before* you let anyone move in, the Housing Authority and landlord *must* be notified, and *approve* the move *first*.

CALLING ON STATUS

Please remember when you **CALL** your case manager to have all necessary information on hand, including any changes in household income or in the number of members in your household.

HOUSING AUTHORITY TO IMPLEMENT NEW INCOME VERIFICATION SYSTEM

By Pat Jones

The U.S. Department of Housing and Urban Development (HUD) estimates that the total income and rent errors attributable to tenant underreporting of income was \$255 million in FY 2004, a decline of 74 percent from the FY 2000 baseline of \$978 million. HUD believes that UIV Upfront Income Verification (UIV) was a major factor in reducing these errors and has been proven to increase accuracy and efficiency in determining family eligibility and computing rent calculations.

UIV is the verification of income, before or during a family reexamination, through an independent source that systematically and uniformly maintains income information in computerized form for a large number of individuals. Currently, the Housing Authority of the County of Los Angeles utilizes two UIV methods, **1) Agreement with the Los Angeles County Department of Public Social Services (DPSS)**, which allows the Housing Authority to directly access welfare benefit information of households participating in its Section 8 Housing Choice Voucher program. **2) Tenant Assessment Sub-System (TASS)**, a HUD provided tool, which allows HACoLA to access Social Security benefit information of all households participating in its Section 8 Housing Choice Voucher program.

Effective January 1, 2006, the Housing Authority will begin utilizing HUD's centralized **Enterprise Income Verification (EIV) System** to validate tenant reported income and will compare tenant -reported information with UIV data.

EIV is a HUD provided Internet-based tool that allows the Housing Authority to view employment information, wages, unemployment compensation, and Social Security benefit information at any point in time. The system also compares Public Housing Authority (PHA) verified/tenant reported wages, unemployment compensation, and Social Security benefit information reported by families receiving rental assistance with the UIV-reported amounts for the same income sources to identify families that may have substantially underreported their household income.

HUD strongly encourages PHAs to put forth a conscientious effort to ensure that they use all available resources, including UIV techniques to obtain verification of tenant-reported (unreported or underreported) income.

The Housing Choice Voucher program allows very low-income families to choose and lease safe, decent, and affordable privately-owned rental housing. HUD and the Housing Authority's major objective in utilizing these various income verification tools is to ensure that the correct amount of assistance goes to the people who are in the most need.

RESIDENT SCHOLARSHIP OPPORTUNITY

If you are currently enrolled in college or planning to enroll in college, you may qualify for a **Resident Scholarship**. The Los Angeles County Community Development Foundation awards as many as 15 scholarships each year. They range in value from \$500 to \$1,000.

To qualify, you must:

- Be on the County's Section 8 Rent Subsidy Program, or
- Live in one of the properties owned/managed by the County

To apply, you must:

- Submit an official application
- Submit two letters of recommendation from a teacher, employer, or counselor
- Submit an autobiography of at least 200 words highlighting your goals, career objectives, and other interests

To request an application, call (323) 890-7008 or visit one of the County's Section 8, housing management, or administrative offices. Applications must be postmarked no later than April 14, 2006.

**HAPPY NEW YEAR FROM
THE HOUSING AUTHORITY
TO ALL OUR PROGRAM
PARTICIPANTS**

**WE'RE HAPPY TO SERVE
YOU FOR ANOTHER YEAR**

MONEY MATTERS

These websites can help when it comes to money issues between parents and children.

Benefits Check Up, www.benefitscheckup.org

If your parents are age 55 or older, they're eligible for new services and discounts. This site will help you find them.

Nolo, www.nolo.com

Nolo translates tricky legal-speak into plain English. The site's section on estate planning is full of advice that will help you approach the sensitive subject of where your parents' money will go once they're gone.

Savingforcollege.com, www.savingforcollege.com

Making a gift contribution to your child's education account can be easier than you think. Get all the information you need about tax-deferred 529 plans and Coverdell education funds at this site.

CAUTION:

Allowing persons outside the household to use the subsidized address as their mailing address may lead to "suspicions" of unauthorized persons living in the household.

HOUSING COMMISSION MEETINGS

The Housing Commission of the Housing Authority of the County of Los Angeles (HACoLA) meets once a month at various locations around the County. The Commission is appointed by the Board of Supervisors to oversee, and advise, the Board on all Housing Authority activities and programs. Public participation at Commission meetings is encouraged, and there is time scheduled on the official agenda for public commentary. For information on dates, times, and locations of Commission meetings, please visit the Housing Authority's website at www.hacola.org and click on "Housing Commission Meetings."

PUBLIC NOTICE

THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES PROPOSED ANNUAL PLAN FOR FISCAL YEAR 2006-2007

In accordance with Section 5A of the United States Housing Act of 1937 (USHA), as amended by Section 511 of the Quality Housing and Work Responsibility Act of 1998, the Housing Authority of the County of Los Angeles (Housing Authority) has prepared a draft Annual Plan for Fiscal Year 2006-2007 for public review and comment.

The public hearing on the Annual Plan will be held before the Housing Authority Board of Commissioners.

March 28, 2006 - 9:30 a.m.
Board Hearing Room - 381 Kenneth Hahn Hall of Administration
500 West Temple Street - Los Angeles, CA 90012

Copies of the proposed document are available during a 45 day public review and comment period, from January 6, 2006, to February 19, 2006, at the following locations:

1st District

Nueva Maravilla Housing Development, 4919 Cesar E. Chavez Avenue, Los Angeles
Los Angeles County Community Development Commission, 2 Coral Circle, Monterey Park
Francisquito Villa Housing Development, 14622 Francisquito Avenue, La Puente
Graham Library, 1900 East Firestone Boulevard, Los Angeles
Maywood Library, 4323 East Slauson Avenue, Maywood

2nd District

Century Wilton Housing Development, 10025 Wilton Place, Los Angeles
Normandie Avenue Housing Development, 11431 S. Normandie Avenue, Los Angeles
Southbay Gardens Housing Development, 230 East 130th Street, Los Angeles
Lennox Library, 4359 Lennox Boulevard, Los Angeles
View Park Library, 3854 W. 54th Street, Los Angeles

3rd District

Marina Manor Housing Development, 3405 Via Dolce, Marina del Rey
Monica Manor Housing Development, 1901 11th Street, Santa Monica
Cahuenga Library, 4591 Santa Monica Boulevard, Los Angeles
Lloyd Taber Marina del Rey Library, 4533 Admiralty Way, Marina del Rey

4th District

Carmelitos Housing Development, 700 Via Wanda, Long Beach
Harbor Hills Housing Development, 26607 South Western Avenue, Lomita
South Whittier Community Resource Center, 10750 Laurel Avenue, Whittier
Paramount Library, 16254 Colorado Avenue, Paramount

5th District

Foothill Villa, 2423 Foothill Boulevard, La Crescenta
Orchard Arms, 23410 Wiley Canyon Road, Valencia
Section 8 Lancaster Office, 43770 15th Street West, Suite 115, Lancaster
Glendora Library, 140 South Glendora Avenue, Glendora
La Verne Library, 3640 "D" Street, La Verne

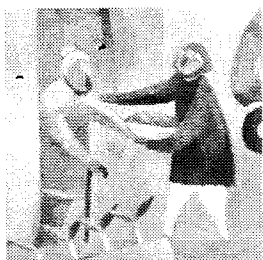
Copies of the proposed document are also available for review at the Housing Authority of the County of Los Angeles, Section 8 Administrative Office, 12131 Telegraph Road, Santa Fe Springs, CA 90670. Written comments or questions about the HACoLA Section 8 program, may be sent to the Section 8 Administrative Office, to the attention of Liz Matusow, or may call 562-347-4663 or 800-731-4663 extension 8262. You may also submit questions and comments at www.hacola.org.

Copias del documento también están disponibles para revisar en la Autoridad de Viviendas del Condado de Los Angeles, Oficina Administrativa del Programa Sección 8, 12131 Telegraph Road, Santa Fe Springs, CA 90670 durante un período público de cuarenta y cinco días, empezando el 6 de Enero, 2006 hasta el 19 de Febrero, 2006. La Junta de Supervisores de la Autoridad de Viviendas del Condado de Los Angeles tendrá una reunión pública el 28 de Marzo, 2006 a las 9:30 a.m. en 381 Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, CA 90012. Para hacer comentarios o preguntas del Programa Sección 8, escriba a la Oficina Administrativa a la atención de Víctor Viramontes o puede llamar a 562-347-4663 or 800-731-4663 ext. 8262. También puede someter comentarios o preguntas a www.hacola.org.

Копии документов также доступны для обзора в офисе Жилищного Управления Графства Лос-Анджелес по адресу: Административном Офисе 8-ой Программы, 12131 Telegraph Road, Santa Fe Springs, CA 90670 в течении 45-дневного периода для комментариев, который был продлен с 6 Января 2006 года до 19 февраля 2006 года. Управляющие Комитетом Жилищного Управления Графства Лос-Анджелес назначили слушание публики, которое состоится 28 марта 2006 года, в 9:30 утра по адресу: 381 Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, CA 90012. Письменные комментарии или вопросы относительно HACoLA 8-ой Программы программы, должны быть посланы в Административный офис 8-ой Программы на имя Liz Matusow или вы можете позвонить по телефону 562-347-4663 или 800-731-4663 код# 8262. Также Вы можете послать вопросы и комментарии по интернету www.hacola.org.



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HOUSE NOTES

A Newsletter for Los Angeles County Section 8 Owners

- Housing Authority of the County of Los Angeles
- SPECIAL EDITION, JANUARY 2006

Housing Authority of the County of Los Angeles

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HOUSING COMMISSION MEETINGS

The Housing Commission of the Housing Authority of the County of Los Angeles (HACoLA) meets once a month at various locations around the County.

For information on dates, times, and locations of Commission meetings, please visit the Housing Authority's website at www.hacola.org and click on "Housing Commission Meetings."

THANK YOU

The Housing Authority would like to thank you for your participation as a Moderate Rehabilitation owner. Your rental units help provide a total of 456 low income families in Los Angeles County with a decent, safe, and sanitary place to call "home." It is your partnership that has made this program such a great success.

PLEASE NOTE:

HACoLA is *always* looking for accessible units for persons with disabilities.

ADVISORY

Participating owners should schedule regular visits to their properties to:

- 1) confirm condition of the subsidized unit, and
- 2) confirm that the participant is still residing in the unit.

FOR MODERATE REHABILITATION PROGRAM (MRP) OWNERS

On November 17, 2005, the Housing Authority County of Los Angeles (HACoLA) held a meeting for all Moderate Rehabilitation Program (MRP) owners, regarding the new rule for Lead Based Paint (LBP) Hazard.

The HACoLA, as directed by the U.S. Department of the Housing and Urban Development (HUD), has revised its policies related to LBP hazards. This notice addresses HUD LBP hazard reduction requirements specifically for the Section 8 (MRP) as published in the 24 Code of Federal Regulations Section 35.700. HUD's Lead Safe Housing Rule requires that you as a MRP property owner:

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If you have any questions please contact, Raul Ruiz, Unit Supervisor for the Moderate Rehabilitation Program at (562) 347-4663, extension 8143.



House Notes is a publication of the Housing Authority of the County of Los Angeles, which is dedicated to building better lives and better neighborhoods. For questions regarding this newsletter, please contact House Notes Editor, Richard Vega at the Housing Authority of the County of Los Angeles, P.O. Box 2129, Santa Fe Springs, CA 90670 or at (562) 347-4663, ext. 8186.



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

February 22, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**APPROVE THE ANNUAL PLAN FOR THE HOUSING AUTHORITY OF THE COUNTY
OF LOS ANGELES (ALL DISTRICTS)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners approve the attached Annual Plan for Fiscal Year 2006-2007 (the Annual Plan), as required by the U.S. Department of Housing and Urban Development (HUD), to update the Housing Authority's program goals, major policies and financial resources, including the Capital Fund Annual Statement and Five-Year Action Plan, the Admissions and Continued Occupancy Policy and Lease Agreement for the Conventional Public Housing Program, and the Section 8 Tenant-Based Program Administrative Plan.
2. Recommend that the Board of Commissioners adopt and instruct the Mayor to sign the attached Resolution approving the Annual Plan for submission to HUD, and authorizing the Executive Director of the Housing Authority to take all actions required for implementation of the Annual Plan.
3. Recommend that the Board of Commissioners authorize the Executive Director to execute all documents required to receive from HUD approximately \$5,975,500 in Capital Fund Program funds for resident programs, operating costs, and the rehabilitation



of 2,065 housing units at 10 Conventional Public Housing Program developments throughout Los Angeles County, as described in the Annual Plan.

4. Recommend that the Board of Commissioners authorize the Executive Director to incorporate into the Annual Plan all public comments received and approved for inclusion by the Board; and authorize the Executive Director to submit the Annual Plan to HUD by April 17, 2006.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) mandates that the Housing Authority submit to HUD an Annual Plan to update program goals and objectives each year.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. Upon approval of the Annual Plan, the Housing Authority will receive approximately \$5,975,500 in Capital Fund Program funds from HUD for resident programs, administrative costs and housing rehabilitation for the Conventional Public Housing Program. Capital Fund Program funds will be incorporated into the Housing Authority's budget through the annual budget process. Operating funds for the Conventional Public Housing Program and administrative fees for the Section 8 Tenant-Based Program are allocated through a separate budgetary process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On October 21, 1998, the QHWRA mandated that all housing authorities submit to HUD an Annual Plan. The Annual Plan identifies goals, major program policies and financial resources for both the Conventional Public Housing Program and Section 8 Tenant-Based Program.

The Annual Plan updates information on housing needs, waiting lists, housing strategies, deconcentration and income mixing plans, income analysis, and other program and management data. This document must be updated each year, and was last approved by the Board on April 5, 2005.

Also included as part of the Annual Plan are the updated Capital Fund Annual Statement and Five-Year Action Plan, the Admissions and Continued Occupancy Policy and Lease Agreement for the Conventional Public Housing Program, and the Section 8 Tenant-Based Program Administrative Plan. Significant changes to these documents are discussed below.

Annual Plan Major Changes

HUD allows each Housing Authority to define the Annual Plan term "significant amendment." The Housing Authority currently defines a significant amendment as a change in program policy or procedure that would significantly impact program applicants or participants. This includes any revisions to the Public Housing Admissions and Continued Occupancy Policy and/or the Section 8 Administrative Plan that would change a policy or procedure contained in the Annual Plan. Under this definition, a large majority of program changes require a 45-day public comment period.

The current definition exceeds the intended purpose, and creates an extreme administrative burden for the Housing Authority. The revised definition of a significant amendment is a change in program policy including changes to rent, admissions policies, or organization of the waiting list; additions of non-emergency work items (items not included in the current Capital Fund Annual Statement or Five-Year Action Plan), or a change in the use of replacement reserve funds under the Capital Fund Program; and any change with regard to demolition or disposition, designation, homeownership programs, or conversion activities. An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements, as such changes are not considered significant amendments by HUD. This new definition will allow the Housing Authority to make program changes in line with HUD regulations without a 45-day public comment period.

Capital Fund Annual Statement

During Fiscal Year 2005-2006, a total of 2,365 housing units were rehabilitated at 17 Conventional Public Housing Program developments throughout Los Angeles County.

The 2006-2007 Capital Fund Annual Statement summarizes the Housing Authority's plan to use modernization funds to rehabilitate 2,065 housing units at 10 Conventional Public Housing Program developments throughout Los Angeles County. Included are proposed work items, estimated costs, and an implementation schedule for the work to be completed. Also provided is a list of programs and funding for non-modernization activities, including: the maintenance of family learning centers; crime prevention programs; resident self-sufficiency training programs; upgrading of computers; and program staffing.

As authorized by HUD, the Executive Director may amend the Capital Fund Annual Statement as necessary to respond to needs such as housing emergencies, to safeguard property or protect health and safety, and to implement other changes that are in the interests of the Housing Authority and public housing residents. The Executive Director may also implement changes to the Capital Fund Annual Statement in response to changes in federal funding.

Admissions and Continued Occupancy Policy and Lease Agreement for the Conventional Public Housing Program

The Admissions and Continued Occupancy Policy (ACOP) and Lease Agreement for the Conventional Public Housing Program sets guidelines to determine eligibility for admission and continued occupancy. The revised document reflects three changes.

The first change is reflected in the Lease Agreement, which is a written agreement between the Housing Authority and an eligible family for the leasing of a housing unit. In an effort to reduce overpayments on the part of the Housing Authority and to identify and act on underreporting of income by public housing residents, the Housing Authority has established a fraud policy in compliance with HUD Notice PIH 2003-34 *Rental Integrity Monitoring (RIM) Disallowed Costs and Sanctions Under the Rental Housing Integrity Improvement Project (RHIIP) Initiative*.

The fraud policy incorporates HUD guidelines and regulations to combat fraud and to comply with the Presidential Mandate requiring housing authorities to reduce income and rent errors and to seek compliance with the Improper Payments Information Act of 2002 (Public Law No: 107-300). In compliance with the RIM initiative, the fraud policy focuses on the Housing Authority's income and rent calculations and those occupancy activities (e.g. Housing Authority's quality control procedures) that directly impact the accuracy of income and rent calculations. The fraud policy establishes guidelines and provides a comprehensive course of action to prevent fraud, waste, and mismanagement.

Second, currently the Housing Authority does not prioritize types of housing unit transfers. The Housing Authority will now prioritize transfers according to the following hierarchy: emergency, reasonable accommodation, modernization, occupancy standards and resident-initiated.

If the Housing Authority initiates a transfer, which may occur due to unit rehabilitation, under-or over-housed units, emergencies, or other instances, the Housing Authority will make one unit offer to the resident. A resident may reject a transfer offer only for good cause, as determined by the Housing Authority. The Executive Director will have the authority to approve or disapprove all transfers.

Third, current language in the ACOP and Lease Agreement specifies that residents must refrain from, and ensure that household members and guests refrain from, engaging in drug-related and/or violent criminal activity on or within 1,000 feet of the housing development premises.

The Housing Authority will revise the "1,000 feet" provision to "on or off the housing development premises" to be consistent with Federal Regulations. This revision will

enhance the Housing Authority's ability to terminate tenancy for criminal activity that occurs beyond 1,000 feet from Housing Authority premises.

Section 8 Tenant-Based Program Administrative Plan

The purpose of the Section 8 Tenant-Based Program Administrative Plan is to set forth the policies and procedures that govern the Housing Authority's administration of rental assistance under this program. The revised Administrative Plan reflects eight changes.

First, the Housing Authority will establish guidelines for terminating Housing Assistance Payments (HAP) contracts, if funding is insufficient to support continued assistance for program families. There is currently no policy that specifically addresses this issue, but a policy is needed due to the uncertainty of future Section 8 budget allocations. If funding falls below an amount needed to maintain the assistance levels provided to program participants, a method to determine which contracts to terminate would be developed and presented to the Board. Examples of possible methods could include termination by: random lottery, most recently executed contracts, or lowest subsidy contracts. Contracts of elderly and disabled families would not be subject to termination under any policy developed.

Second, the Housing Authority is establishing a waiting list preference for families whose assistance has been terminated due to insufficient funding. Impacted families will receive a waiting list preference after families who are admitted through set-aside, targeted and special programs. HUD requires the Housing Authority to include any policies regarding the resumption of assistance for the impacted families in the Administrative Plan.

Third, the Housing Authority will revise its residency preference for new admissions to the Section 8 Program. Currently, this preference is given to families who live, work, or attend full-time education or job training programs in the Housing Authority's jurisdiction. The new policy will give the residency preference only to families that live or work in the Housing Authority's jurisdiction. The new policy is in line with the existing admissions policy for the Conventional Public Housing Program, and basic HUD requirements, and will reflect the Housing Authority's existing ability to track and monitor waiting list families.

Fourth, the Housing Authority is revising its methodology for determining when to conduct credit reviews for Section 8 applicants and participants. Currently, credit reviews are conducted for 20 percent of all new applicants, 100 percent of zero income participant households, and 1,500 to 2,000 randomly selected existing participants. The Housing Authority has determined that a more selective methodology will preserve program integrity, while also reducing costs and utilizing staff time more efficiently. Under the new methodology, 1,500 credit reviews will be conducted annually for new applicants and existing participants. Credit reviews will be randomly conducted from

categories including new applicants, additional household members, and existing participants, including portability and zero-income households, staff referrals and fraud inquiries.

Fifth, the Housing Authority currently conducts an interim re-examination whenever a Section 8 participant reports an increase in income. This policy was implemented in 2005, in response to a decreased budget, so participants who reported income increases would be subject to a revised calculation of their portion of the rent. However, due to administrative costs, HAP utilization rates and staffing resources, the Housing Authority needs additional flexibility to determine when to conduct interim re-examinations for participants when their income increases. The new policy gives the Housing Authority the option to conduct an interim re-examination immediately upon notification by the participant of an increase in income, or to wait to make any adjustment at the next annual re-examination.

Sixth, the Housing Authority has the discretion to disapprove owners from participating in the Section 8 Program for violations of HAP contract obligations. The Housing Authority is now establishing a specific disapproval timeframe to govern future participation of owners whose HAP contracts are terminated for owner breach. The Housing Authority will disapprove owners as follows: for 10 years following contract termination for engaging in any drug-related or violent criminal activity; for three years following contract termination for committing fraud, bribery or any other corrupt act in connection with any federal housing program; and for one year following contract termination for other violations including housing quality standards violations.

The Housing Authority will consider any disapproval of owners on a case-by-case basis after completion of a full investigation. The Housing Authority will attempt to minimize any disruption to Section 8 Program participants resulting from any owner disapproval and will extend participants' housing vouchers, as necessary.

Seventh, the Section 8 Program will mirror the changes to the criminal activity policy outlined in the ACOP for the Conventional Public Housing Program. Currently under the Section 8 Program, household members and guests who engage in drug-related criminal activity can be terminated if the activity is within 1,000 feet of the assisted unit. The revision enhances the policy, to allow the Housing Authority to terminate assistance if the drug-related and/or criminal activity is on or off the premises of the assisted unit.

Eighth, the Housing Authority will expand the existing Section 8 Homeless set-aside program to include 50 additional vouchers for families that are both homeless and disabled. The Housing Authority will receive referrals directly from contracted local service providers.

Public Hearing to Approve the Annual Plan:

As required by Section 24 of the Code of Federal Regulations, Part 903.17, a public hearing to approve the Annual Plan must be conducted. Accordingly, copies of the Annual Plan were made available for public review and comment during the 45-day comment period extending from January 6, 2006 to February 19, 2006 at nine public libraries, 11 housing developments, the South Whittier Community Resource Center, Housing Authority administrative offices, and on the Housing Authority web site. Notices of the availability of the documents and the public hearing were also published in newspapers of general circulation during the 45-day period.


The Summary of Public Outreach Regarding the Annual Plan for Fiscal Year 2006-2007, a list of the 10 Conventional Public Housing Program developments included in the Capital Fund Annual Statement for Fiscal Year 2006-2007, and the Annual Plan for Fiscal Year 2006-2007 are provided as Attachments, A, B, and C, respectively.

The Resolution approving the Annual Plan has been approved as to form by County Counsel. At the conclusion of the public hearing, public comments approved by the Board will be incorporated into the Annual Plan. The Housing Authority will provide to the Board relevant public comments at the conclusion of the public review and comment period.

IMPACT ON CURRENT PROGRAMS:

Submission of the Annual Plan is required by HUD for the receipt of Capital Fund Program funds, and for the continuation of the Conventional Public Housing Program and Section 8 Tenant-Based Program.

Respectfully submitted,


 CARLOS JACKSON
Executive Director

Attachments: 3
CJ:Annual_Plan_2006

Attachment A

Summary of Public Outreach

Section 511 of the QHWRA instructs public housing authorities (PHAs) to convene one or more Resident Advisory Boards (RABs) to assist and make recommendations on the development of the Annual Plan, as well as on any significant amendments or modifications. Conventional Public Housing Program residents and Section 8 Tenant-Based Program participants were invited to participate on the RAB to learn about programs included in the Annual Plan and to provide input.

Summary of RAB Activities:

Conventional Public Housing Program

- In July 2005, distributed RAB nomination forms were distributed to all Public Housing Resident Councils.
- Resident Council members nominated 16 persons to participate as RAB members in the development of the Annual Plan.
- 16 Resident Council members participated in the RAB.
- Four public housing RAB meetings were held at the Nueva Maravilla housing development in November through December 2005.

Section 8

- In November 2005, invitations were sent to 38 existing RAB members to participate in the Annual Plan process.
- Eight RAB members volunteered to participate in the development of the Annual Plan.
- 10 RAB members participated in the RAB.
- One Section 8 RAB meeting was held in December 2005.

Other Outreach Activities

- A summary of the RAB comments and Housing Authority responses are included as Attachment E to the Annual Plan.
- A written Spanish version of HUD Form 50075, the Annual Plan template, was made available at Public Housing and Section 8 RAB meetings.
- Spanish translators were provided during the Conventional Public Housing and Section 8 RAB meetings.
- In December 2005, a public notice was mailed to all Conventional Public Housing residents notifying them of the 45-day Public Review and Comment Period and Public Hearing date.
- In January 2006, a public notice was mailed to all Section 8 program participants notifying them of the 45-day Public Review and Comment Period and Public Hearing date.

- In January 2006, a public notice announcing the 45-day Public Review and Comment Period and Public Hearing date was published in the Los Angeles Times, La Opinion, the Daily News, Wave Community Newspaper, International Daily News, L.A. Sentinel and the Long Beach Press Telegram. The names of bilingual (Spanish) Housing Authority staff to be contacted were provided in the public notice.
- During the public comment period, the Annual Plan was made available at nine public libraries, 11 housing developments, the South Whittier Community Resource Center, the Housing Authority administrative office in Monterey Park, the Section 8 administrative office in Santa Fe Springs, the Section 8 Lancaster office and on the Housing Authority web site.
- Summaries of the Annual Plan were available during the Public Review and Comment Period in Braille, Russian, Korean, Spanish and Mandarin Chinese at the above locations.
- Information regarding the Annual Plan is published in the quarterly Section 8 Tenant Talk newsletter, and annually in the Public Housing Info Notes newsletter.

Attachment B

Capital Fund Rehabilitation

<u>HOUSING DEVELOPMENT</u>	<u>ADDRESS</u>	<u>DISTRICT</u>
1. Nueva Maravilla	4919 Cesar E. Chavez Avenue Los Angeles, CA 90022	1
2. Southbay Gardens	230 E. 130th Street Los Angeles, CA 90061	2
3. West Knoll Apartments	838 West Knoll Drive West Hollywood, CA 90069	3
4. Marina Manor I	3401 Via Dolce Marina del Rey, CA 90292	3
5. Marina Manor II	3405 Via Dolce Marina del Rey, CA 90292	3
6. Carmelitos	1000 Via Wanda Carmelitos, CA 90805	4
7. Harbor Hills	26607 So. Western Avenue Lomita, CA 90717	4
8. Sundance Vista	10850 Laurel Avenue Whittier, CA 90605	4
9. Foothill Villa	2423 Foothill Boulevard La Crescenta, CA 91214	5
10. Orchard Arms	23520 Wiley Canyon Road Valencia, CA 91355	5



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

February 22, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**APPROVE CONSTRUCTION CONTRACT FOR SITE IMPROVEMENTS AT
SUNDANCE VISTA AND WHITTIER MANOR HOUSING DEVELOPMENTS (1)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the site improvements at the Sundance Vista and Whittier Manor family and senior housing developments, located at 10850 South Laurel Avenue and 11527 Slauson Avenue, Whittier, respectively, in unincorporated Los Angeles, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve the award of a Construction Contract (Contract) in the amount of \$113,850 to AZ Home, Inc., to complete the site improvements at the subject properties; and authorize the Executive Director of the Housing Authority to execute the Contract and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Executive Director to use a total of \$113,850 in Capital Fund Program (CFP) funds, for the purposes described herein; and authorize the Executive Director to approve Contract change orders not exceeding \$22,770 for unforeseen project costs, using the same source of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to award a Construction Contract to complete site improvements at the Sundance Vista and Whittier Manor housing developments.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$113,850 in CFP funds included in the Housing Authority's approved Fiscal Year 2005-2006 Budget. A 20 percent contingency, in the amount of \$22,770, is also being set aside for unforeseen costs using the same source of funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On April 17, 2004, the Board authorized the Housing Authority to submit, as part of the Agency Plan, a CFP application to the U.S. Department of Housing and Urban Development (HUD) to provide funding for the modernization of all of its public housing sites. HUD subsequently approved the application, including funding for rehabilitation of the subject property.

The Sundance Vista housing development is comprised of 28 three-bedroom and 13 four-bedroom units of family housing. The Housing Authority wishes to retain the services of AZ Home, Inc. to complete the following improvements at the subject housing development: install a new eight-foot high wrought iron fence; install three new window guards with emergency foot releases; remove five concrete wheel stops in the parking lot and re-stripe the parking lot; install new low fencing to discourage heavy foot traffic through the front yards for four housing units; construct a new recreation area with three benches, a trash receptacle, a barbecue grille, and a picnic table; install new landscaping and modify the existing irrigation system; and perform minor grading and other related work.

The Whittier Manor housing development is comprised of 48 one-bedroom and one two-bedroom units of senior housing. The Housing Authority also wishes to retain the services of AZ Home, Inc. to complete the following improvements at the subject housing development: install new three-foot-high wrought iron fencing on top of existing concrete block walls along the north, east, and south sides of the property; secure existing fence panels and the gate towards the north side rear yard; replace existing fence panels and widen the concrete area by the main entrance gate; add fence pickets to increase the height of two existing gates along the south side of the property; replace a total of 14 wall mounted exterior light fixtures to match existing lights throughout the housing development; replace existing intercom system; and perform other incidental work.

It is anticipated that the site improvements for the above properties will be completed within 60 calendar days following the Notice to Proceed.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, AZ Home Inc. will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Contract has been approved as to form by County Counsel and executed by AZ Home Inc.

ENVIRONMENTAL DOCUMENTATION:

Pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (a)(3)(ii), this project is excluded from the National Environmental Policy Act (NEPA), because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of CEQA, pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

The environmental review record for this project is available for viewing by the public during regular business hours at the Housing Authority's main office located at 2 Coral Circle, Monterey Park.

CONTRACTING PROCESS:

On July 6, 2005, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject properties. Invitations for Bids were mailed to 445 contractors identified from the Housing Authority's vendor list. Advertisements also appeared in eight local newspapers and on the County WebVen website. Seven bid packages were requested and distributed.

On August 5, 2005, five bids were received and formally opened. The lowest bidder, WE Construction, submitted a letter of withdrawal due to miscalculations on its bid. The second lowest bid, submitted by AZ Home, Inc., was determined to be the most responsive and is being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

IMPACT ON CURRENT PROJECT:

The proposed Contract will provide security to the site for the Whittier Manor senior housing development and enhance the environment for the Sundance Vista family housing development.

Respectfully submitted,


for CARLOS JACKSON
Executive Director

Attachments: 2
CJ:MD:Sundance_Whittier Manor 2-06

ATTACHMENT A

Summary of Outreach Activities

On July 6, 2005, the following outreach was initiated to identify a contractor for site improvements at the Sundance Vista family and Whittier Manor senior housing developments, located at 10850 S. Laurel Avenue and 11527 Slauson Avenue, respectively, in unincorporated Los Angeles County.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Dodge Construction News	Los Angeles Sentinel
Eastern Group Publications	Los Angeles Times
International Daily News	The Daily News
La Opinion	WAVE Community Newspapers

An announcement was also posted on the County WebVen website.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 445 contractors, of which 391 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, seven bid packages were requested and distributed.

C. Pre-Bid Conference and Site Walk

On July 21, 2005, a recommended pre-bid conference and site walk was conducted. Six firms were in attendance.

D. Bid Results

On August 5, 2005, a total of five bids were received and publicly opened. Three firms identified themselves as minority-owned. The lowest bidder, WE Construction, submitted a letter of withdrawal due to miscalculations on its bid. The second lowest bidder, AZ Home, Inc., was determined to be the most responsive and is being recommended for the Contract award.

The bid results were as follows:

<u>Company</u>	<u>Bid Amount</u>
WE Construction*	\$ 75,180.00 ⁺
AZ Home, Inc.	\$113,850.00
California Building Evaluation*	\$175,000.00
Dalaj Int'l Co	\$186,497.00
PCN3, Inc.*	\$192,488.10

*Bid withdrawn

*Minority-owned firm

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
AZ Home, Inc.	Non-minority	Total: 5 0 minorities 1 woman 0% minorities 20% women

F. Minority/Female Participation – Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
WE Construction	Minority	Total: 5 5 minorities 1 woman 100% minorities 20% women
California Building Evaluation	Minority	Total: 4 4 minorities 1 woman 100% minorities 25% women
Dalaj Int'l Co.	Non-Minority	Total: 2 0 minorities 0 women 0% minorities 0% women

PCN3, Inc.

Minority

Total: 10
10 minorities
0 women
100% minorities
0% women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.



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Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

February 22, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**APPROVE CONSTRUCTION CONTRACT FOR THE REPLACEMENT OF SIX
BOILERS AT THE MARINA MANOR I AND II HOUSING DEVELOPMENTS (3)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the boiler replacement at the Marina Manor I and II senior housing developments, respectively located at 3401 and 3405 Via Dolce, Marina Del Rey, in unincorporated Los Angeles County, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve the award of a Construction Contract (Contract), in the amount of \$215,585 to C & P Plumbing, to complete the replacement of six boilers at the subject properties; and authorize the Executive Director of the Housing Authority to execute the Contract and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Executive Director to use a total of \$215,585 in Capital Fund Program funds, for the purpose described herein; and authorize the Executive Director to approve Contract change orders not exceeding \$43,117 for unforeseen project costs, using the same source of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to award a Construction Contract to replace six boilers at the Marina Manor I and II senior housing developments.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$215,585 in Capital Fund Program funds included in the approved Fiscal Year 2005-2006 budget. A 20 percent contingency, in the amount of \$43,117, is also being set aside for unforeseen costs using the same source of funds. The staff estimate to complete the work is \$333,680.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On April 17, 2004 your Board authorized the Housing Authority to submit, as part of the Agency Plan, a Capital Fund Program application to the U.S. Department of Housing and Urban Development (HUD) to provide funding for the modernization of all of its public housing sites. HUD subsequently approved the application, including funding for rehabilitation of the subject property.

The Marina Manor I housing development is comprised of 112 one-bedroom and four two-bedroom units of senior housing. The Marina Manor II housing development is comprised of 71 one-bedroom and four two-bedroom units of senior housing. The housing developments were built in 1983 and fully occupied in 1984. The original boilers are old and have reached the end of their useful life. The Housing Authority wishes to award the attached Construction Contract to C & P Plumbing to complete the following improvements.

At Marina Manor I, C & P Plumbing will remove two existing domestic hot water boilers; two space heating hot water boilers; a storage tank; piping, valves, and pumps and install two new low-emission, energy efficient domestic boilers; two space heating hot water boilers; a new storage tank; new piping, valves, and vent connections; provide new water, gas, and electrical utility connections; and complete other related work.

At Marina Manor II, C & P Plumbing will remove two existing domestic hot water boilers; piping, valves, and pumps; and install two new low-emission, energy efficient domestic boilers; new piping, valves, and vent connections; provide new water, gas, and electrical utility connections; and complete other related work.

It is anticipated that the site improvements for the above properties will be completed within 120 calendar days following the Notice to Proceed.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, C & P Plumbing will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Contract has been approved as to form by County Counsel and executed by C & P Plumbing.

ENVIRONMENTAL DOCUMENTATION:

Pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (a)(3)(ii), this project is excluded from the National Environmental Policy Act (NEPA), because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of CEQA, pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

The environmental review record for this project is available for viewing by the public during regular business hours at the Housing Authority's main office located at 2 Coral Circle, Monterey Park.

CONTRACTING PROCESS:

On December 6, 2005, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject properties. Invitations for Bids were mailed to 82 contractors identified from the Housing Authority's vendor list. Advertisements also appeared in nine local newspapers and on the County WebVen website. Five bid packages were requested and distributed.

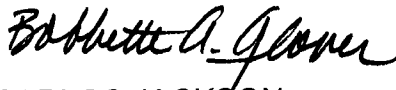
On December 29, 2005, three bids were received and formally opened. The lowest bidder, Delta Contracting Corporation, was determined to be non-responsive due to omission of required bid bond. The bid submitted by C & P Plumbing was determined to be the most responsive and is, therefore, being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

IMPACT ON CURRENT PROJECT:

The award of the Contract will replace the outdated hot water and space heating boilers with low emission, energy efficient, and reliable new boilers.

Respectfully submitted,


for CARLOS JACKSON
Executive Director

Attachments: 2

CJ:MD:M_Manor_Boilers 2-22-06

Contract Summary

Project Name: Marina Manor I and II Boilers Replacement Project
Location: 3401 and 3405 Via Dolce, Marina Del Rey, CA 90292
Bid Number: CM-06-022
Bid Date: December 29, 2005
Contractor: C & P Plumbing
Services: Marina Manor I: The scope of work includes removal of four existing boilers and a storage tanks; removal of piping, valves, and pumps; installation of four new boilers; installation of a new storage tanks; piping, valves, and new vent connections; provide new water, gas, and electrical utility connections; and all other associated work related to the project.
Marina Manor II: The scope of work includes removal of two existing boilers and a storage tanks; removal of piping, valves, and pumps; installation of two new boilers; installation of a new storage tanks; piping, valves, and new vent connections; provide new water, gas, and electrical utility connections; and all other associated work related to the project.

Contract Documents: Part A - Instructions to Bidders and General Conditions; Part B - Specifications; Part C - Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Construction Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within one hundred twenty (120) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Four Hundred Dollars (\$400)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Two Hundred Fifteen Thousand Five Hundred Eighty-Five Dollars (\$215,585.00)**. The Contract Sum is not subject to escalation, and includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$43,117.00

ATTACHMENT A

Summary of Outreach Activities

On December 6, 2005, the following outreach was initiated to identify a contractor for boilers replacement at the Marina Manor I and II senior housing developments, respectively located at 3401 and 3405 Via Dolce, Marina Del Rey, in unincorporated Los Angeles County.

A. Newspaper Advertising

Announcements appeared in the following nine local newspapers:

Dodge Construction News	Los Angeles Sentinel
Eastern Group Publications	Los Angeles Times
International Daily News	The Daily News
La Opinion	WAVE Community Newspapers
Long Beach Press Telegram	

An announcement was also posted on the County WebVen website.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 82 contractors, of which 49 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, five bid packages were requested and distributed.

C. Pre-Bid Conference and Site Walk

On December 15, 2005, a recommended pre-bid conference and site walk was conducted. Three firms were in attendance.

D. Bid Results

On December 29, 2005, a total of three bids were received and publicly opened. The lowest bidder, Delta Contracting Corporation, was determined to be non-responsive due to omission of required bid bond. The bid results were as follows:

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.



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Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

February 22, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**APPROVE CONSTRUCTION CONTRACT FOR THE SITE IMPROVEMENTS AT THE
TRIGGS HOUSING DEVELOPMENT (1)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the site improvements at the Triggs family housing development, located at 4432–4434 Triggs Street, in unincorporated Los Angeles, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve the award of a Construction Contract (Contract) in the amount of \$49,970 to CWS Systems Inc., to complete site improvements that will relieve drainage problems at the subject property; and authorize the Executive Director of the Housing Authority to execute the Contract and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Executive Director to use a total of \$49,970 in Capital Fund Program funds for the purpose described herein; and authorize the Executive Director to approve Contract change orders not exceeding \$12,493 for unforeseen project costs, using the same source of funds.

4. Recommend that the Board of Commissioners authorize the Executive Director to incorporate the Capital Fund Program funds into the Fiscal Year 2005-2006 Capital budget.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to award a Contract to complete site improvements at the Triggs family housing development.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$49,970 in Capital Funds Program funds. A 25 percent contingency, in the amount of \$12,493, is also being set aside for unforeseen costs, using the same source of funds. All Capital Fund Program funds will be incorporated into the Fiscal Year 2005-2006 Capital budget. The staff estimate to complete the work is \$61,875.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On April 17, 2004 the Board authorized the Housing Authority to submit, as part of the Agency Plan, a Capital Fund Program application to the U.S. Department of Housing and Urban Development (HUD) to provide funding for the modernization of all of its public housing sites. HUD subsequently approved the application, including funding for rehabilitation of the subject property.

The Triggs Street housing development is comprised of two buildings, consisting of two, one-bedroom and two, two-bedroom units of family housing. The Housing Authority wishes to retain the services of CWS Systems, Inc., to complete the following site improvements at the subject housing development: install two sump pumps located in an underground vault near the driveway; demolish and replace approximately 2,800 square-feet of concrete walkways, carports, and driveways that are cracked, uneven, and deteriorated; and complete other related work.

It is anticipated that the site improvements for the above property will be completed within 60 calendar days following the Notice to Proceed.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, CWS Systems, Inc. will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and

very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Contract has been approved as to form by County Counsel and executed by CWS Systems, Inc.

ENVIRONMENTAL DOCUMENTATION:

Pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (a)(3)(ii), this project is excluded from the National Environmental Policy Act (NEPA), because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of CEQA, pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

The environmental review record for this project is available for viewing by the public during regular business hours at the Housing Authority's main office located at 2 Coral Circle, Monterey Park.

CONTRACTING PROCESS:

On November 28, 2005, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Invitations for Bids were mailed to 472 contractors identified from the Housing Authority's vendor list. Advertisements also appeared in eight newspapers and on the County WebVen website. Seven bid packages were requested and distributed.

On December 28, 2005, two bids were received and formally opened. The lowest bid, submitted by CWS Systems, Inc., was determined to be responsive and is, therefore, being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

IMPACT ON CURRENT PROJECT:

The award of the Contract will upgrade and preserve the site by relieving existing drainage problems.

Respectfully submitted,


 CARLOS JACKSON
Executive Director

Attachments: 2

CJ:MD:Triggs_Const_Blonly 2-22-06

ATTACHMENT A

Summary of Outreach Activities

On November 28, 2005, the following outreach was initiated to identify a contractor for the site improvements at the Triggs Street family housing development, located at 4432-4434 Triggs Street, in Unincorporated Los Angeles.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Dodge Construction News	Los Angeles Sentinel
Eastside Sun	Los Angeles Times
Eastside Journal	The Daily News
La Opinion	WAVE Community Newspapers

An announcement was also posted on the County WebVen website.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 472 contractors, of which 324 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, seven bid packages were requested and distributed.

C. Pre-Bid Conference and Site Walk

On December 8, a highly recommended pre-bid conference and site walk was conducted. Two firms were in attendance.

D. Bid Results

On December 28, 2005, a total of two bids were received and publicly opened. The bid results were as follows:

<u>Company</u>	<u>Bid Amount</u>
CWS Systems, Inc.	\$49,970
AZ Home, Inc.	\$68,382

Contract Summary

Project Name: Triggs Site Improvement Project
Location: 4432 - 4434 Triggs Street, Los Angeles, CA 90023
Bid Number: CM-06-021
Bid Date: December 28, 2005
Contractor: CWS Systems, Inc.
Services: Install two sump pumps, located in an underground vault near the driveway; demolish and replace approximately 2800 feet of concrete walkways, carports, and driveways that are cracked, uneven, and deteriorated; and complete other related work.

Contract Documents: Part A - Instructions to Bidders and General Conditions; Part B - Specifications; Part C - Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Construction Contract shall be commenced within thirty (30) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within sixty (60) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Four Hundred Dollars (\$400)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Forty Nine Thousand Nine Hundred Seventy Dollars (\$49,970)**. The Contract Sum is not subject to escalation, and includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$12,493



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

February 22, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**APPROVE CONTRACT FOR THE RESTORATION OF THE EXISTING
UNDERGROUND ELECTRICAL SYSTEM AT THE NUEVA MARAVILLA HOUSING
DEVELOPMENT (1)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that restoration of the existing underground electrical system serving 354 family units at the Nueva Maravilla housing development, located at 4919 Cesar E. Chavez Avenue in unincorporated East Los Angeles, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve the award of a Construction Contract (Contract) in the amount of \$98,500 to Skip's Electric, Inc., to restore the existing underground electrical system at the subject property; and authorize the Executive Director of the Housing Authority to execute the Construction Contract, and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Executive Director to use up to a total of \$98,500 in Community Development Block Grant (CDBG) Float Loan funds from the U.S. Department of Housing and Urban Development for the purposes described herein.

4. Recommend that the Board of Commissioners authorize the Executive Director to approve Contract change orders in an amount not to exceed \$24,625 for unforeseen project costs, using the same source of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to award a Contract to complete all work necessary for the restoration of the existing underground electrical system at the Nueva Maravilla housing development.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$98,500 in CDBG Float Loan funds. A 25 percent contingency, in the amount of up to \$24,625 is also being set aside for unforeseen costs, using the same source of funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On May 25, 2004 the Board approved a CDBG Float Loan between the County of Los Angeles and the Housing Authority to provide funding for site and building improvements at six public housing developments, including restoration of the existing underground electrical system at the subject housing development.

The Nueva Maravilla housing development is comprised of 120 two-bedroom, 178 three-bedroom, and 56 four-bedroom family units. On December 14, 1999, your Board authorized the Housing Authority to replace the housing development's existing electrical system, which was failing in several areas. The electrical system was re-routed via temporary overhead power lines to commence the replacement work.

During the course of the work, the contractor encountered unforeseen conditions and design deficiencies that resulted in multiple change order requests. If approved by the Housing Authority, the total change order requests would have exceeded your Board's authorized contingency amount. The Housing Authority determined that, in the interest of moving the project forward, the remaining portions of the project would be redesigned and re-bid as a separate phase. In October of 2003, the original Construction Contract was closed-out.

In an effort to complete the electrical system upgrade, the Housing Authority contracted with P2S Engineering, Inc., to design the electrical system in coordination with the local utility's design, prepare bid documents, and provide construction administration services. The first bid solicitation to secure a contractor to complete the electrical system upgrade was opened on March 25, 2004. As a result, two bids were received.

The lowest bidder withdrew its bid, citing a mistake made in the bid. The second bid was unreasonably high. The Housing Authority rejected all bids and conducted a second solicitation on May 13, 2004, at which time three bids were received. The lowest bid was two and a half times higher than the consultant's cost estimate. The Housing Authority reviewed the bid with the lowest bidder and determined that the bid was high due to the scope of work. The Housing Authority rejected all bids and the project was redesigned to reduce the cost. The third bid solicitation was conducted and opened on March 1, 2005. One bid was received. The bid amount was more than two times higher than the consultant's cost estimate. The Housing Authority rejected this bid.

As described above, the Housing Authority conducted three unsuccessful bid solicitations in an effort to complete the replacement of the housing development's electrical system. As a result, the Housing Authority staff will put on hold the completion of a new underground electrical system and will instead restore connections to the existing underground electrical system. All deficiencies that caused the electrical system to fail have been addressed.

The Housing Authority wishes to retain the services of Skip's Electric, Inc., to complete the following work at the subject housing development: restore the existing electrical underground system by reconnecting the underground electrical cables serving the buildings; remove the temporary overhead power system; replace existing panel covers for electrical panels and transformers; and complete other related work. It is anticipated that the project will be completed within 90 calendar days following the Notice to Proceed.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, Skip's Electric, Inc. will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Contract has been approved as to form by County Counsel and executed by Skip's Electric, Inc.

ENVIRONMENTAL DOCUMENTATION:

Pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (a)(3)(ii), this project is excluded from the National Environmental Policy Act (NEPA), because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of CEQA, pursuant to State CEQA Guidelines 15301, because it involves

negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS:

The Housing Authority used an emergency, noncompetitive procurement in the process of awarding a Contract to perform the needed restoration of the existing underground electrical system at the subject housing development.

On three separate occasions the Housing Authority conducted solicitations to identify a contractor to perform the needed work, however, each solicitation was unsuccessful. Due to current and possible future liability, Housing Authority Counsel strongly recommended that an emergency, noncompetitive, procurement process be conducted.

The Housing Authority referred to its recommended list of contractors for firms available to perform the work. Skip's Electric, Inc. was selected to provide a proposal to complete the restoration work. Housing Authority staff received a proposal and met with Skip's Electric, Inc. to review the proposal. After negotiations, the recommended Contract amount of \$98,500 was determined to be reasonable. Skip's Electric, Inc. was selected because the firm's response and past project performance was excellent, and because it is available to perform the work immediately.

IMPACT ON CURRENT PROJECT:

The award of the Contract will restore the existing underground electrical system, remove the overhead power supply, and provide the residents at the Nueva Maravilla housing development with safe living conditions.

Respectfully submitted,


for CARLOS JACKSON
Executive Director

Contract Summary

Project Name: Nueva Maravilla Restoration of the Existing Underground Electrical System Project
Location: 4919 Cesar E. Chavez Ave., L. A., CA 90022
Bid Number: N/A
Bid Date: Proposal Date: February 7, 2006
Contractor: Skip's Electric, Inc.
Services: The scope of work includes to restore the existing electrical underground system by reconnecting the underground electrical cables serving the buildings; remove the temporary overhead power system; replace existing panel covers for electrical panels and transformers; and complete other related work.

Contract Documents: Part A - Instructions to Bidders and General Conditions; Part B - Specifications; Part C - Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Construction Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within ninety (90) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Four Hundred Dollars (\$400)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Ninety Eight Thousand Five Hundred Dollars (\$98,500.00)**. The Contract Sum is not subject to escalation, and includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$24,625.00



**HOUSING AUTHORITY
of the County of Los Angeles**

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Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

February 22, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, California 91755

Dear Commissioners:

**ACCEPT THE RESIDENT OPPORTUNITIES AND SELF-SUFFICIENCY RESIDENT
SERVICE DELIVERY MODELS PROGRAM FUNDS FROM THE U.S. DEPARTMENT
OF HOUSING AND URBAN DEVELOPMENT
(ALL DISTRICTS)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners authorize the Executive Director of the Housing Authority to accept \$350,000 in grant funds from the U.S. Department of Housing and Urban Development (HUD) to implement a three-year Resident Opportunities and Self-Sufficiency (ROSS) program for employment-related services that support and increase self-sufficiency among 1,650 residents living at the 49 conventional public housing development sites identified in Attachment A.
2. Recommend that the Board of Commissioners authorize the Executive Director to execute all documents required for acceptance of the grant funds, and to incorporate the funds into the Housing Authority's approved Fiscal Year 2005 - 2006 Budget, as needed.
3. Recommend that the Board of Commissioners authorize the Executive Director to prepare and execute contract agreements with multiple community based organizations and service providers, in a combined total amount not to exceed \$350,000 in ROSS program funds, to assist with the program planning, implementation, and administration of activities, in accordance with HUD requirements, following approval as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:

The purpose of this action is to authorize the Housing Authority to accept from HUD \$350,000 in ROSS program funds to implement a comprehensive employment-related services program that promotes self-sufficiency for low-income families who reside in 49 conventional public housing sites.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The \$350,000 grant, to be incorporated into the Housing Authority's approved Fiscal Year 2005-2006 Budget as needed, will be matched by \$440,000 in in-kind services from 18 community based organizations.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On March 21, 2005, HUD announced and published its 2005 super Notice of Funding Availability for the Department's Housing, Community Development, and Empowerment programs. To foster and support Economic Development and Empowerment Programs, a total of \$255.15 million was allocated, of which \$81.7 million was earmarked specifically for ROSS grants. The Housing Authority applied for funds under the ROSS – family grant, which is specifically designed to fund supportive services and other activities to help public housing residents attain economic self-sufficiency.

In January 2006 HUD awarded the Housing Authority a \$350,000 grant, which will be used to provide public housing residents with the following employment related services: life skills training for youth and adults; job training, job search and placement assistance; post-employment follow-up; stipend for education, training and childcare services as needed; and supportive services.

ENVIRONMENTAL DOCUMENTATION:

This project is exempt from the provisions of the National Environmental Policy Act (NEPA) pursuant to 24 Code of Federal Regulations Part 58, Section 58.34(a)(4), because it involves public service activities that will not have a physical impact on or result in any physical changes to the environment. The activities are not subject to the provisions of the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROGRAMS:

The grant will enable the Housing Authority to continue employment-related services for families living in public housing throughout the County of Los Angeles.

Respectfully submitted,


for CARLOS JACKSON
Executive Director

CJ:ajm:ROSS Board letter 2-06

Attachments: 2

ATTACHMENT A

RESIDENT OPPORTUNITIES AND SELF-SUFFICIENCY RESIDENT SERVICES DELIVERY MODELS PROGRAM PUBLIC HOUSING FAMILY SITES 2006

LARGE SITES

Carmelitos
700-1100 Via Wanda
900 Via Carmelitos
Long Beach, CA 90805

Harbor Hills
26607 S. Western Ave.
Lomita, CA 90717

Nueva Maravilla
4919 Cesar E. Chavez Ave.
Los Angeles, CA 90022

NORTH COUNTY

Quartz Hill I
5028 West Avenue L-12
Quartz Hill, CA 93536

Quartz Hill II
42051 51st Street West
Quartz Hill, CA 93536

WEST COUNTY

Monica Manor
1901 – 1909 11th Street
Santa Monica, CA 90405

Ocean Park
175 Ocean Park Blvd.
Santa Monica, CA 90405

EAST COUNTY

Arizona & Olympic
1003 – 1135 S. Arizona Ave.
Los Angeles, CA 90022

McBride Avenue
1229 S. McBride Ave.
Los Angeles, CA 90023

Simmons Avenue
927 S. Simmons Ave.
Los Angeles, CA 90022

Sundance Vista
10850 Laurel Ave.
Whittier, CA 90605

Triggs Street
4432 – 4434 ½ Triggs St.
Los Angeles, CA 90023

Williamson Avenue
706-708 ½ S. Williamson Ave.
Los Angeles, CA 90022

4th & Mednik
341 S. Mednik Ave.
Los Angeles, CA 90022

SOUTH COUNTY

Addington & Waldorf
4212 – 4220 E. Addington St.
Compton, CA 90221

SOUTH COUNTY, Continued

Athens III
1120 W. 107th St.
Los Angeles, CA 90044

Athens III
1310 W. 110th St.
Los Angeles, CA 90044

Athens III
11104 S. Normandie Ave.
Los Angeles, CA 90044

Budlong
11126 Budlong Ave.
Los Angeles, CA 90044

Budlong
9410 Budlong Ave.
Los Angeles, CA 90044

Budlong Crest
11248 S. Budlong
Los Angeles, CA 90044

Century & Wilton
10025 Wilton Place
Los Angeles, CA 90047

El Segundo I
1928/37/49 E. El Segundo Blvd.
Compton, CA 90222

El Segundo II
2140 – 2144 ½ E. El Segundo Blvd.
Compton, CA 90222

El Segundo II
2141- 2145 E. El Segundo Blvd.
Compton, CA 90222

Imperial Heights
1221 W. Imperial Highway
Los Angeles, CA 90044

Imperial Heights
1309 W. Imperial Highway
Los Angeles, CA 90044

Jarvis Avenue
12920 Jarvis Ave.
Los Angeles, CA 90061

Normandie Avenue
11431–63 S. Normandie Ave.
Los Angeles, CA 90047

Woodcrest I
1239 W. 109th St.
Los Angeles, CA 90044

Woodcrest II
1245 W. 109th St.
Los Angeles, CA 90044

East 61st Street
1231 – 1233 E. 61st St.
Los Angeles, CA 90001

East 83rd Street
1535 E. 83rd St.
Los Angeles, CA 90002

East 84th Street
1527 E. 84th St.
Los Angeles, CA 90001

East 87th Street
1615 – 1617 E. 87th St.
Los Angeles, CA 90002

88th & Beach
8739 Beach St.
Los Angeles, CA 90002

West 90th Street
1027 – 1033 W. 90th St.
Los Angeles, CA 90044

Los Angeles County Chief Administrative Office
Grants Management Statement for Grants of \$100,000 or More

Department: The Housing Authority of the County of Los Angeles

Grant Project Title and Description

Resident Opportunity Self - Sufficiency (ROSS) Resident Service Delivery Models (RSDM): provide public housing residents with the following employment related services: life skills training for youth and adults; job training, job search and placement assistance; post-employment follow-up; stipend for education, training and childcare services as needed; and supportive services.

Funding Agency

U.S. Department of Housing and
Urban Development

Program (Fed. Grant #/State Bill/Code #)

CFDA Number 14-870

Acceptance Deadline

5/1/2006 Est.

Total Amount of Grant Funding: \$350,000.00 **County Match Requirements:** \$0

Grant Period: 3 Years

Begin Date: 6/01/06
Est.

End Date: 5/31/09 Est.

Number of Personnel Hired Under This Grant: 1 **Full Time:** 1 **Part Time:** 0

Obligations Imposed on the County When the Grant Expires

	Yes	No	N/A
Will all personnel hired for this program be informed this is a grant-funded program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will all personnel hired for this program be placed on temporary ("N") items?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the County obligated to continue this program after the grant expires?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If the County is not obligated to continue this program after the grant expires, the Department will:			
a) Absorb the program cost without reducing other services.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Identify other revenue sources.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Describe:			
c) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Impact of additional personnel on existing space: Existing space is adequate.

Other requirements not mentioned above: None.

Department Head Signature

Bobette A. Ganner

Date

2/15/06



**HOUSING AUTHORITY
of the County of Los Angeles**

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Commissioners

Carlos Jackson
Executive Director

February 22, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE SUPPLEMENTAL LAW ENFORCEMENT SERVICES CONTRACT FOR
THE HOUSING AUTHORITY
(ALL DISTRICTS)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that supplemental law enforcement services to be performed at the Carmelitos housing development, located at 1000 Via Wanda, in the City of Long Beach; and services to be performed Countywide, as needed, are excluded from provisions of the California Environmental Quality Act (CEQA), because these services do not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve and authorize the Executive Director of the Housing Authority to execute a one-year Contract with Platt Security, Inc., presented in substantially final form, for supplemental law enforcement services to be provided at the above locations, and to use for this purpose \$81,000 in Conventional Public Housing Program funds, allocated by the U.S. Department of Housing Urban Development (HUD) for the Carmelitos housing development, and \$50,000 in Conventional Public Housing Program funds, allocated by HUD, for as-needed Countywide services, to be effective following approval as to form by County Counsel and execution by all parties.
3. Recommend that the Board of Commissioners Authorize the Executive Director to approve amendments to the one-year Contract, following approval as to form by County Counsel, to extend the term of



the Contract for a maximum of two years, in one-year increments, at the same annual cost, using Conventional Public Housing Program funds to be approved through the annual budget process.

4. Recommend that the Board of Commissioners authorize the Executive Director to execute all necessary administrative amendments to the Contract, as well as any amendments to increase the compensation amount, in an amount not to exceed 25 percent per year, following approval as to form by County Counsel, to provide for any additional unforeseen needed supplemental law enforcement services, using the same yearly source of funds described above.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to approve a Contract for supplemental law enforcement services at the Carmelitos housing development, as well as other housing developments Countywide.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The maximum amount for all three years of the Contracts, if fully extended, will not exceed the aggregate amount of \$393,000, excluding any contingency monies.

For the first year of services under the Contract, the Housing Authority will use a maximum amount of \$131,000, comprised of \$81,000 in Conventional Public Housing Program funds, allocated by HUD for the Carmelitos housing development, and \$50,000 in Conventional Public Housing Program funds for as-needed Countywide services. All funds are included in the Housing Authority's approved Fiscal Year 2005-2006 budget.

After the first year, the Housing Authority may extend the Contract for an additional two years, in one-year increments, at the same yearly compensation amount associated with each location, contingent upon the availability of funds. Funds for years two and three of the Contract, if extended, will be included in the Housing Authority's approved budget through the annual budget process.

A 25 percent contingency, in the amount of \$32,750 per year, comprised of \$20,250 for Carmelitos, and \$12,500 for as-needed Countywide services, is also being set aside to cover any unforeseen needed supplemental law enforcement services, using the same yearly source of funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The Contract will provide supplemental law enforcement services for the Carmelitos housing development, as well as Countywide as-needed services. The as-needed services will provide supplemental law enforcement services to any housing

development owned or operated by the Housing Authority that requires additional supplemental law enforcement coverage beyond what is provided by the Los Angeles County Sheriff's Department or local law enforcement.

The Carmelitos housing development consists of 713 units, of which 558 are family units and 155 are senior units. The Housing Authority has a Cooperation Agreement with the City of Long Beach to provide supplemental law enforcement services at the housing development. These Community Policing Services are adjunct to regular policing services provided to the general population, and are provided four days per week on rotating schedules.

Under the proposed Contract, Platt Security, Inc. will be providing an additional 2,882 of flexible coverage hours per year. The services will include: patrol of the development by car; bike and on foot; continuation of a community policing program with residents; responding to complaints and emergency calls for help; issuing parking and traffic citations; identifying persons involved with gang and drug use-related activities; conducting regular, special, and undercover investigations; making felony and misdemeanor arrests; making daily and monthly reports to Housing Authority management; and attending monthly Anti-Drug/Gang Task Force meetings and other meetings as requested by the Housing Authority. Services will be performed by two officers, each working 24 hours per week.

The as-needed services at various housing developments would place skilled security officers within developments that require enhanced law enforcement coverage.

Based upon satisfactory performance, the Contract may be extended for a maximum of two years, in one-year increments, subject to availability of funds.

The proposed services are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) or the General Relief Opportunity for Work (GROW) Programs implemented by the County of Los Angeles. Instead, Platt Security, Inc. must comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Housing Authority has determined that Platt Security, Inc. has fully complied with the requirements of the Living Wage Program and agrees to pay living wage hourly rates to full-time employees providing services under the Contract.

The Contract has been approved as to form by County Counsel and execution by all parties.

ENVIRONMENTAL DOCUMENTATION:

Pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (b)(3), these services are excluded from the National Environmental Policy Act, because it involves activities that will not alter existing environmental conditions. The action is not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines 15060 (c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS:

On November 2, 2005, a Request for Proposals (RFP) process was initiated to identify a qualified security services firm to provide the needed services at the Carmelitos housing development, as well as Countywide, as-needed services. Notices were mailed to 140 firms identified from the Housing Authority's vendor list. Announcements appeared in nine local newspapers and on the County's WebVen website. A copy of the RFP was also posted on the Housing Authority's website. As a result of the outreach, 25 RFP packets were requested and distributed.

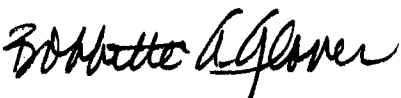

On November 29, 2005, three proposals were received and evaluated: Two of the companies did not have the requisite Police Officers Standards and Training certified officers to provide service at all Housing Authority housing developments. The proposal submitted by Platt Security, Inc. met the requirements as set forth in the RFP and is, therefore, being recommended for award of the Contract.

The Summary of Outreach Activities is provided in Attachment A.

IMPACT ON CURRENT PROGRAMS:

The Contract will provide the needed supplemental law enforcement services at the Carmelitos housing developments, as well as housing developments Countywide.

Respectfully submitted,


 CARLOS JACKSON
Executive Director

Attachments: 2

ATTACHMENT A

CONTRACT FOR SUPPLEMENTAL LAW ENFORCEMENT SERVICES

Summary of Outreach Activities

On November 2, 2005, the following outreach was initiated to identify multiple qualified and experienced security services firms to provide supplemental law enforcement services for the Housing Authority of the County of Los Angeles.

A. Request for Proposals (RFP) Advertising

RFP announcements appeared in the following nine local newspapers:

International Daily News
The Daily News
Eastside Sun
La Opinion
Agua Dulce News

Los Angeles Sentinel
Los Angeles Times
Long Beach Press Telegram
Wave Publications Group

The announcement was also posted on the County's WebVen website and on the Housing Authority's website.

B. Distribution of Bid Packets

The Housing Authority's vendor list was used to mail out the RFP to 140 contractors, of which 88 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, 25 bid packets were requested and distributed.

C. Pre-Bid Conference

On November 10, 2005 seven contractors attended the mandatory pre-bid conference.

D. Results

On November 29, 2005, three proposals were received. The proposals were evaluated based on the pre-published criteria. Two proposals did not meet the Housing Authority's requested experience criteria. The proposal submitted by Platt Security, Inc. meets all the criteria as set forth in the RFP and, therefore, is being recommended for award of the Contract.

E. Minority/Female Participation – Selected Firm

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Platt Security, Inc.	Non-minority	Total: 220 121 Minorities 42 Women 55% Minorities 19% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the Contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of Contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

CONTRACT SUMMARY

SUPPLEMENTAL LAW ENFORCEMENT SERVICES

Location: Carmelitos / Countywide

Bid Number: HM05-08

Outreach Date: November 2, 2005

Contractors: Platt Security, Inc.

Services: Platt Security, Inc. will provide an estimated 2,496 flexible hours of supplemental law enforcement services per year for the Carmelitos housing development. Services will include: patrol of the development by car; bike and on foot; continuation of a community policing program with residents; responding to complaints and emergency calls for help; issuing parking and traffic citations; identifying persons involved with gang and drug use-related activities; conducting regular, special, and undercover investigations; making felony and misdemeanor arrests; making daily and monthly reports to Housing Authority management; and attending monthly Anti-Drug/Gang Task Force meetings and other meetings as requested by the Housing Authority. Services will be performed by two officers, each working 24 hours per week.

Platt Security, Inc. will also on an as-needed basis provide skilled security officers for any other housing development Countywide, which require enhanced law enforcement coverage.

Contract Sum: The annual maximum cost is \$131,000. If the contracts are continued into second and third years, the maximum amount for the second and third years is also \$131,000 per year, for a total three-year amount of \$393,000. A 25 percent contingency, in the aggregate amount of \$32,750 per year, is also being set aside to cover any unanticipated, needed security guard services.



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

February 22, 2006

Honorable Housing Commissioners
Housing Authority of the
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE SUPPLEMENTAL LAW ENFORCEMENT SERVICES CONTRACT
FOR UJIMA VILLAGE HOUSING DEVELOPMENT (2)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board Commissioners find that supplemental law enforcement services to be performed at the Ujima Village housing development, located at 941 East 126th Street in unincorporated Los Angeles County, are excluded from provisions of the California Environmental Quality Act (CEQA), because these services do not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioner approve and authorize the Executive Director of the Housing Authority to execute a one-year Contract, presented in substantially final form, with Platt Security, Inc. for supplemental law enforcement services at the Ujima Village housing development, to be effective following approval as to form by County Counsel and execution by all parties; and to use for this purpose a total of \$60,000 in Ujima Village Operating Funds, allocated by the U.S. Department of Housing and Urban Development (HUD).
3. Recommend that the Board of Commissioners authorize the Executive Director to approve amendments to the one-year Contract, following approval as to form by County Counsel, to extend the term of the Contract for a maximum of two years, in one-year increments, at a cost \$60,000 per year, using funds to be approved through the annual budget process.



4. Recommend that the Board of Commissioners authorize the Executive Director to execute all necessary administrative amendments to the Contract, as well as any amendments to increase the compensation amount, in an amount not to exceed \$15,000 per year, following approval as to form by County Counsel, to provide for any additional unforeseen needed supplemental law enforcement services, using the same yearly source of funds described above.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to approve a Contract for supplemental law enforcement services at the Ujima Village housing development.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The maximum amount for all three years of the Contract, if fully extended, will not exceed the aggregate amount of \$180,000, excluding any contingency monies.

For the first year of services under the Contract, the Housing Authority will use \$60,000 in Ujima Village Operating Funds, allocated by HUD and included in the Housing Authority's approved Fiscal Year 2005-2006 budget.

After the first year, the Housing Authority may extend the Contract for an additional two years, in one-year increments, at the same yearly compensation of \$60,000, contingent upon the availability of Ujima Village Operating Funds. Funds for years two and three of the Contract, if extended, will be included in the Housing Authority's approved budget through the annual budget process.

A 25 percent contingency, in the amount of \$15,000 per year, is also being set aside to cover any unforeseen needed supplemental law enforcement services, using Ujima Village Operating Funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The Ujima Village housing development is a 300-unit family and senior complex in the unincorporated Willowbrook area of Los Angeles County, which provides housing for nearly 700 residents. In the past, the Housing Authority has contracted with the Los Angeles County Sheriff's Department for supplemental law enforcement services at Ujima Village. To continue supplemental law enforcement services, the Sheriff's Department requested that the Housing Authority commit to a one-year contract. However, the Housing Authority is in the process of transferring ownership and management of the Ujima Village housing development to Willowbrook Renaissance Housing Partners L.P. Housing Authority staff is currently facilitating due diligence

efforts conducted by the Willowbrook Renaissance Housing Partners L.P. prior to the transfer of ownership. Depending on the outcome of these due diligence efforts, it is anticipated that the ownership of Ujima Village may be transferred sometime in 2007.

Under the proposed Contract, Platt Security, Inc. will provide an estimated 1,011 flexible hours of supplemental law enforcement services per year. Services will include: patrol of the development by car; bike and on foot; continuation of a community policing program with residents; responding to complaints and emergency calls for help; issuing parking and traffic citations; identifying persons involved with gang and drug use-related activities; conducting regular, special, and undercover investigations; making felony and misdemeanor arrests; making daily and monthly reports to Housing Authority management; and attending monthly Anti-Drug/Gang Task Force meetings and other meetings as requested by the Housing Authority. Services will be performed by two officers, each working 16 hours per week.

The Housing Authority can terminate or assign the Contract upon transferring ownership of Ujima Village, ensuring the continuation of a safe living environment for the residents of Ujima Village for the remainder of the time the Housing Authority expects to own and manage the housing development.

Based upon satisfactory performance, this Contract may be extended for a maximum of two years, in one-year increments, subject to availability of Ujima Village Operating Funds.

The proposed services are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) or the General Relief Opportunity for Work (GROW) Programs implemented by the County of Los Angeles. Instead, Platt Security, Inc. must comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Housing Authority has determined that Platt Security, Inc. has fully complied with the requirements of the Living Wage Program and agrees to pay living wage hourly rates to full-time employees providing services under the Contract.

The Contract has been approved as to form by County Counsel and execution by all parties.

ENVIRONMENTAL DOCUMENTATION:

Pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (b)(3), this action is excluded from the National Environmental Policy Act, because it involves activities that

will not alter existing environmental conditions. The action is not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines 15060 (c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS:

On November 2, 2005, a Request for Proposals (RFP) process was initiated to identify a qualified security services firm to provide the needed services at the Ujima Village housing development. Notices were mailed to 116 firms identified from the Housing Authority's vendor list. Announcements appeared in nine local newspapers and on the County's WebVen website. A copy of the RFP was also posted on the Housing Authority's website. As a result of the outreach, 25 RFP packets were requested and distributed.

On November 10, 2005, three proposals were received and evaluated. Two of the companies did not have the requisite Police Officers Standards and Training certified officers to provide law enforcement service at all Housing Authority housing developments. The proposal submitted by Platt Security, Inc. met the requirements as set forth in the RFP and is, therefore, being recommended for award of the Contract.

The Summary of Outreach Activities is provided in Attachment A.

IMPACT ON CURRENT PROGRAMS:

The Contract will provide the needed supplemental law enforcement services at the Ujima Village housing development.

Respectfully submitted,


for CARLOS JACKSON
Executive Director

Attachments: 2

F:HC/law.enforcement.srv.for.ujima

ATTACHMENT A

CONTRACT FOR SUPPLEMENTAL LAW ENFORCEMENT SERVICES

Summary of Outreach Activities

On November 2, 2005, the following outreach was initiated to identify multiple qualified and experienced security services firms to provide supplemental law enforcement services for the Housing Authority of the County of Los Angeles.

A. Request for Proposals (RFP) Advertising

RFP announcements appeared in the following nine local newspapers:

International Daily News	Los Angeles Sentinel
The Daily News	Los Angeles Times
Eastside Sun	Long Beach Press Telegram
La Opinion	Wave Publications Group
Agua Dulce News	

The announcement was also posted on the County's WebVen website and on the Housing Authority's website.

B. Distribution of Bid Packets

The Housing Authority's vendor list was used to mail out the RFP to 140 contractors, of which 88 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, 25 bid packets were requested and distributed.

C. Pre-Bid Conference

On November 10, 2005 seven contractors attended the mandatory pre-bid conference.

D. Results

On November 29, 2005, three proposals were received. The proposals were evaluated based on the pre-published criteria. Two proposals did not meet the Housing Authority's requested experience criteria. The proposal submitted by Platt Security, Inc. meets all the criteria as set forth in the RFP and, therefore, is being recommended for award of the Contract.

E. Minority/Female Participation – Selected Firm

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Platt Security, Inc.	Non-minority	Total: 220 121 Minorities 42 Women 55% Minorities 19% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the Contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of Contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

CONTACT SUMMARY

CONTRACT FOR SUPPLEMENTAL LAW ENFORCEMENT SERVICES

Location: Ujima Village Housing Development

Bid Number: HM05-08

Outreach Date: November 2, 2005

Contractor: Platt Security, Inc.

Services: Platt Security, Inc. will provide an estimated 1,011 flexible hours of supplemental law enforcement services per year. Services will include: patrol of the development by car; bike and on foot; continuation of a community policing program with residents; responding to complaints and emergency calls for help; issuing parking and traffic citations; identifying persons involved with gang and drug use-related activities; conducting regular, special, and undercover investigations; making felony and misdemeanor arrests; making daily and monthly reports to Housing Authority management; and attending monthly Anti-Drug/Gang Task Force meetings and other meetings as requested by the Housing Authority. Services will be performed by two officers, each working 16 hours per week.

Contract Sum: The annual estimated cost is \$60,000. If the agreement is continued into second and third years, the maximum amount for the second and third years is also \$60,000 per year, for a total three-year amount of \$180,000.



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Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

February 22, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE PEST CONTROL CONTRACT FOR ALL HOUSING AUTHORITY
HOUSING DEVELOPMENTS LOCATED WITHIN LOS ANGELES COUNTY
(3)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners approve and authorize the Executive Director of the Housing Authority to execute a one-year Pest Control Services Contracts (Contracts) with Cats USA Pest Control, Inc. and American City Pest Control, Inc., presented in substantially final form, to provide pest control services at all housing developments owned or managed by the Housing Authority, to be effective following approval as to form by County Counsel and execution by all parties; and to use for this purpose a maximum aggregate amount not to exceed \$66,996 in Conventional Public Housing Program funds allocated by the U.S. Department of Housing and Urban Development (HUD).
2. Recommend that the Board of Commissioners authorize the Executive Director to execute Contract amendments, following approval as to form by County Counsel, to incorporate specific sites, increase compensation amounts as provided herein, and to extend the Contract term for a maximum of two years, in one-year increments, at the same yearly aggregate amount of \$66,996, using the same source of funds.
3. Recommend that the Board of Commissioners authorize the Executive Director to execute amendments to the Contracts, following approval as to form by County Counsel, in an aggregate amount not to exceed

\$16,750 per Contract year, to cover any unforeseen needed pest control services, using the same source of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to provide for pest control services for all Housing Authority housing developments located throughout the County.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The maximum amount for all three years of the Contracts, if fully extended, will not exceed the aggregate amount of \$200,998, excluding any contingency monies.

For the first year of services under the Contracts, the Housing Authority will use a maximum aggregate amount of \$66,996 in Conventional Public Housing Program funds included in the Housing Authority's approved Fiscal Year 2005-2006 budget.

After the first year, the Housing Authority may extend the Contracts for an additional two years, in one-year increments, at the same yearly maximum aggregate compensation, contingent upon the availability of funds. Funds for years two and three of the Contracts, if extended, will be included in the Housing Authority's approved budget through the annual budget process.

A 25 percent contingency, in the maximum aggregate amount of \$16,750 per year, is also being set aside to cover any unforeseen needed pest control services, using the same yearly source of funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The Housing Authority operates 72 housing developments, consisting of 3,632 units throughout the County of Los Angeles. The Housing Authority wishes to retain the services of Cats USA Pest Control, Inc. and American City Pest Control, Inc. to provide pest control services for all housing developments throughout the County. Cats USA Pest Control, Inc. will be the primary pest control service provider. American City Pest Control Inc. will provide back-up pest control services for all housing developments, only if the primary fails to perform satisfactorily.

The proposed form of Contract defines the basic pest control services to be performed by both companies. It is the practice of the Housing Authority to treat senior units for pests once annually and family units twice annually. In addition, the exterior of each housing development is treated once per month and all community space areas are treated quarterly, or as necessary.

Interior pest control services cover roaches, ants and silverfish. Exterior pest control services cover roaches, ants and spiders. Other pests to be treated could include fleas, bees, moths and rodents. Termites may be treated in confined areas, such as a windowsills or door frames.

The proposed services are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) or the General Relief Opportunity for Work (GROW) Programs implemented by the County of Los Angeles. Instead, the contractors must comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Housing Authority has determined that the recommended contractors have fully complied with the requirements of the Living Wage Program and agree to pay living wage hourly rates to full-time employees providing services under the Contracts.

The Contract has been approved as to form by County Counsel and executed by all parties.

ENVIRONMENTAL DOCUMENTATION:

Approval of Pest Control Services Contracts for Housing Authority housing developments is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (b)(3) because it involves maintenance activities that will not have a physical impact or result in any physical changes to the environment. The activities are not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines 15060(c)(3) and 15378 because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS:

On November 14, 2005, an Invitation for Bids (IFB) process was initiated to identify contractors to provide pest control services for the Housing Authority. Notices were mailed to 72 firms identified from the Housing Authority's vendor list. Announcements appeared in ten local newspapers and on the County's WebVen website. A copy of the IFB was also posted on the Housing Authority's website. Eight contractors participated in a pre-bid conference on November 29, 2005. Six bids were received on December 15, 2005, one of which was determined to be non-responsive.

The lowest bid, submitted by Cats USA Pest Control, Inc., was determined to be responsive and is being recommended for the primary Contract award. American City


Pest Control, Inc. was determined to be the second lowest responsive bidder and is being recommended for the backup Contract award. There will only be one vendor providing services at any given time. Should the primary contractor fail to perform satisfactorily, the secondary contractor will be called upon to provide the needed services.

The Summary of Outreach Activities is provided in Attachment A.

IMPACT ON CURRENT PROGRAMS:

The proposed Contracts will provide needed pest control services for all of the Housing Authority's housing developments located within Los Angeles County.

Respectfully submitted,


for CARLOS JACKSON
Executive Director

Attachments: 2

F:HC/Pest_Control_Svc

ATTACHMENT A

CONTRACTS FOR PEST CONTROL SERVICES

Summary of Outreach Activities

On November 14, 2005, the following outreach was initiated to identify qualified contractors to provide pest control services for all Housing Authority housing developments located within Los Angeles County.

A. Invitation for Bids (IFB) Advertising

IFB announcements appeared in the following ten local newspapers:

Agua Dulce News	Long Beach Press Telegram
Antelope Valley Press	Los Angeles Sentinel
Eastside Sun	Los Angeles Times
International Daily News	The Daily News
La Opinion	Wave Publications Group

The announcements were posted on the County's WebVen website and the Community Development Commission/Housing Authority website.

B. Distribution of Bid Packets

The Housing Authority's vendor list was used to mail out the IFB to 72 contractors, of which 29 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, 15 bid packets were requested and distributed.

C. Pre-Bid Conference

On November 29, 2005, eight contractors participated in a Pre-Bid Conference.

D. Bid Results

On December 15, 2005, six bids were received. The two lowest bids, submitted by Cats USA Pest Control, Inc. and American City Pest Control, Inc. were found to be responsible and meet all the criteria set forth in the IFB. Therefore, the Housing Authority is recommending that Cats USA Pest Control, Inc. be the primary pest control service provider and American City Pest Control Inc. provide back-up pest control services for all housing developments, as needed, should the primary contractor fail to satisfactorily perform the contract. The results are as follows:

Pest Control CompanyAnnual Bid Amount

Cats USA Pest Control, Inc.
American City Pest Control, Inc.
Service Pro Pest Management
Hydrex Termite-Pest Control Company - SGV
Canterbury Termite & Pest Control, Inc.

\$ 66,636
\$ 66,996
\$ 72,300
\$ 96,300
\$103,254

E. Minority/Female Participation – Selected Firms

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Cats USA Pest Control, Inc.	Non-Minority	Total: 62 33 Minorities 12 Women 53% Minorities 19% Women
American City Pest Control, Inc. (Backup)	Non-Minority	Total: 41 23 Minorities 4 Women 56% Minorities 10% Women

F. Minority/Female Participation – Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Service Pro Pest Management.	Minority	Total: 16 12 Minorities 3 Women 75% Minorities 19% Women
Hydrex Termite-Pest Control Company - SGV	Non-Minority	Total 11 5 Minorities 3 Women 45% Minorities 27% Women

Canterbury Termite and Pest Control	Non-Minority	Total	9
		2	Minorities
		2	Women
		22%	Minorities
		22%	Women

The Housing Authority conducts ongoing outreach to include minorities and women in the Contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of Contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

CONTRACT SUMMARY

CONTRACT FOR PEST CONTROL SERVICES

Location: Countywide

Bid Number: HM05-12

Outreach Date: November 14, 2005, 2005

Contractor: Cats USA Pest Control, Inc. (Primary Contractor)
American City Pest Control, Inc. (Secondary Contractor)

Services: Pest control services are required by the Housing Authority to prevent pest infestations at the various housing developments Countywide. Housing units are treated a minimum of once every year and the exterior grounds are treated every month.

Contract Sum: The annual estimated cost is \$66,996. If the agreement is continued into second and third years, the maximum amount for the second and third years is also \$66,996 per year, for a total three-year amount of \$200,998.



**HOUSING AUTHORITY
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Administrative Office

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Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

February 22, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE HEARING OFFICER SERVICES CONTRACTS
FOR THE HOUSING AUTHORITY
(ALL DISTRICTS)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners approve and authorize the Executive Director of the Housing Authority to execute two one-year Contracts for Hearing Officer Services (Contracts), presented in substantially final form, and all related documents, with The ADR Coach and A. L. Brown and Associates, to provide hearing officer services for formal dispute hearings conducted by the Housing Authority, to be effective following approval as to form by County Counsel and executed by all parties; and to use for this purpose a maximum aggregate amount of \$85,000, comprised of \$15,000 in Conventional Public Housing Program funds allocated by the U.S. Department of Housing and Urban Development (HUD) and \$70,000 in Housing Choice Voucher Program (Section 8 Program) funds allocated by HUD.
2. Recommend that the Board of Commissioners authorize the Executive Director to execute amendments to the one-year Contracts, following approval as to form by County Counsel, to extend the term of the Contracts for a maximum of two years, in one-year increments, at the same maximum aggregate amount of \$85,000 per year, using funds to be approved through the annual budget process.



3. Recommend that the Board of Commissioners authorize the Executive Director to execute all necessary administrative amendments to the Contracts as well as any amendments to increase the compensation amount, in an amount not to exceed a maximum aggregate amount of \$21,250 per year, following approval as to form by County Counsel, to provide for any additional unforeseen needed hearing officer services, using the same sources of funds described above.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to approve the attached Contracts for Hearing Officer Services for the Assisted Housing and Housing Management Divisions of the Housing Authority.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The maximum aggregate amount for all three years of the Contracts, if fully extended, will be \$255,000, excluding any contingency monies.

For the first year of services under the Contracts, the Housing Authority will use a maximum aggregate of \$15,000 in Conventional Public Housing Program funds allocated by HUD, and a maximum aggregate amount of \$70,000 in Housing Choice Voucher Program funds allocated by HUD, included in the Housing Authority's approved Fiscal Year 2005-2006 budget for this purpose.

After the first year, the Housing Authority may extend the Contracts for an additional two years, in one-year increments, at the same maximum aggregate amount of \$85,000 per year, contingent upon the availability of funds. Funds for years two and three of the Contracts, if extended, will be included in the Housing Authority's approved budget through the annual budget process.

A 25 percent contingency, in the maximum aggregate yearly amount of \$21,250 is also being set aside to provide for any unforeseen necessary hearing officer services, using the same yearly source of funds described above.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The Housing Authority is composed of two Divisions: the Assisted Housing Division, which administers the Housing Choice Voucher Program, and the Housing Management Division, which administers the public housing program. Both Divisions have a need for professional impartial Hearing Officers.

The Housing Authority utilizes Hearing Officers in compliance with Code of Federal Regulations (CFR) 966.50, 966.55 982.554, and 982.555, and the Admissions and Continued Occupancy Policy for Housing Management and the Administrative Plan for Assisted Housing. Under these guidelines, the Housing Authority will utilize Hearing Officers when program participants or applicants request a formal hearing to dispute a Housing Authority action that adversely affects the individual's rights, duties, welfare or program status. A grievance hearing must be conducted by an impartial person or persons appointed by the Housing Authority. Both Housing Authority Divisions will use the Hearing Officers on an as needed, rotational basis.

During these dispute hearings, program participants or applicants and the Housing Authority present statements and evidence. The Hearing Officer hears and receives all the information before providing a final written decision. Over the past several years, the Housing Authority has experienced a greater volume of formal dispute hearings due to the Housing Authority's closer scrutiny and investigation of program participants and applicants.

Hearing Officers will invoice the Housing Authority separately for each hearing completed. Based upon satisfactory performance, these Contracts may be extended for a maximum of two years, in one-year increments, subject to availability of funds. The cost of services will not exceed the costs accepted in the Proposal Documents submitted in response to the Request for Proposals.

The proposed services are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) or the General Relief Opportunity for Work (GROW) Programs implemented by the County of Los Angeles. Instead, A.L. Brown and Associates and The ADR Coach must comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Contracts have been approved as to form has been County Counsel and execution by all parties.

ENVIRONMENTAL DOCUMENTATION:

Pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (b)(3), this project is excluded from the National Environmental Policy Act, because it involves activities that will not alter existing environmental conditions. The action is not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines 15060 (c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS:

On October 3, 2005, a Request for Proposals (RFP) process was initiated to identify multiple qualified experienced Hearing Officers to provide hearing officer services for the Housing Authority. Notices were mailed to 54 firms identified from the Housing Authority's vendor list. Announcements appeared in nine local newspapers and on the County's WebVen website. A copy of the RFP was also posted on the Housing Authority's website. As a result of the outreach, ten RFP packets were requested and distributed.

On November 10, 2005, three proposals, submitted by The ADR Coach, A.L. Brown and Associates, and Telesis Mediation & Arbitration Services, LLC, were received and evaluated. The proposal submitted by Telesis Mediation & Arbitration Services, LLC did not meet the Housing Authority's experience criteria and, therefore, was not offered a Contract. The proposals submitted by The ADR Coach and A.L. Brown and Associates met all of the criteria required by the RFP and, therefore, the firms are being recommended for the award of Contracts. Both Housing Authority Divisions will use the Hearing Officers on a rotational basis.

The Summary of Outreach Activities is provided in Attachment A.

IMPACT ON CURRENT PROGRAMS:

The Contracts will provide impartial formal Hearing Officers for dispute hearings requested by program participants.

Respectfully submitted,


for CARLOS JACKSON
Executive Director

Attachments: 2

F:HC/Hearing_Officer

ATTACHMENT A

CONTRACT FOR HEARING OFFICER SERVICES

Summary of Outreach Activities

On October 3, 2005, the following outreach was initiated to identify multiple qualified and experienced Hearing Officers to provide hearing officer services for the Housing Authority.

A. Request for Proposal (RFP) Advertising

RFP announcements appeared in the following nine local newspapers:

Agua Dulce News	Los Angeles Sentinel
Eastside Sun	Los Angeles Times
International Daily News	The Daily News
La Opinion	Wave Publications Group
Long Beach Press Telegram	

The announcement was also posted on the County's WebVen website and on the Housing Authority's website.

B. Distribution of RFP Packets

The Housing Authority's vendor list was used to mail out the RFP to 54 contractors, of which 25 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, ten RFP packets were requested and distributed.

C. Results

On November 10, 2005, three proposals were received and evaluated based on the published criteria. One proposal did not meet the Housing Authority's requested experience criteria and was therefore not offered a Contract. Two proposals were determined to meet all the criteria and are being recommended for the award of Contracts.

D. Minority/Female Participation – Selected Firms

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
A.L. Brown and Associates	Minority	Total: 1 1 Minority 0 Women 100% Minorities 0% Women
The ADR Coach	Female	Total: 1 0 Minorities 1 Women 0% Minorities 100% Women

E. Minority/Female Participation – Firm Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Telesis Mediation & Arbitration Services, LLC	Minority	Total: 1 1 Minorities 0 Women 100% Minorities 0% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the Contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended awards of Contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

CONTRACT SUMMARY

CONTRACT FOR HEARING OFFICER SERVICES

Location: Countywide

Bid Number: HM05-13

Outreach Date: October 3, 2005

Contractor: The ADR Coach, and A.L. Brown and Associates

Services: Hearing Officers will be used on a rotational basis by the Housing Authority to act as impartial presiding officers over participant grievance hearings. They will provide written decisions related to each case.

Contract Sum: The annual estimated cost is \$85,000. If the agreement is continued into second and third years, the maximum amount for the second and third years is also \$85,000 per year, for a total three-year amount of \$255,000.

Contract Summary

Project Name: Sundance Vista & Whittier Manor Site Improvements
Location: 10850 S. Laurel Avenue, Whittier, CA 90605 and 11527 Slauson Avenue, Whittier, CA 90606
Bid Number: CM-05-058
Bid Date: August 5, 2005
Contractor: AZ Home, Inc.
Services: Sundance Vista: install a new eight-foot high wrought iron fence; install three new window guards with emergency foot releases; remove five concrete wheel stops in the parking lot and re-stripe the parking lot; install new low fencing to discourage heavy foot traffic through the front yards for four housing units; construct a new recreation area with three benches, a trash receptacle, a barbecue grille, and a picnic table; install new landscaping and modify the existing irrigation system; and perform minor grading and other related work.

Whittier Manor: install new three-foot high wrought iron fencing on top of existing concrete block walls along the north, east, and south side of the property; secure existing fence panels and the gate towards the north side rear yard; replace existing fence panels and widen the concrete area by the main entrance gate; add fence pickets to increase the height of two existing gates along the south side of the property; replace a total of 14 wall mounted exterior light fixtures to match existing lights throughout the housing development; replace existing intercom system; and perform other incidental work.

Contract Documents: Part A - Instructions to Bidders and General Conditions; Part B - Specifications; Part C - Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Construction Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within sixty (60) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Four Hundred Dollars (\$400)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.